

History Log

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	6/5/2024 10:23:29 AM	Kevin Imes	Status changed to 'SEA CTE Postsecondary Federal Perkins Director Approved'.	S
	6/5/2024 10:20:18 AM	Rick Schmidt	Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Approved'.	S
	6/5/2024 9:41:25 AM	Rick Schmidt	Final application corrections have been reviewed.	C
	6/5/2024 8:00:36 AM	Rebekka Bartels	Agreed to "By submitting this automated application, each grantee's authorized representative assures that it has been submitted in compliance with the provisions, regulations, and rules of the federal grant programs included in this funding application. By submitting this automated application the grantee is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application and understands that this grant is subject to the federal OMB Circular A-133 audit requirements or the state single audit requirements. Compliance to general and specific program assurances is the legal responsibility of the grantee under the authorization of the grantee's executive body."	C
	6/5/2024 8:00:36 AM	Rebekka Bartels	Status changed to 'LEA Authorized Representative Approved'.	S
	6/5/2024 8:00:29 AM	Rebekka Bartels	Agreed to "By submitting this automated application, each grantee's authorized representative assures that it has been submitted in compliance with the provisions, regulations, and rules of the federal grant programs included in this funding application. By submitting this automated application the grantee is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application and understands that this grant is subject to the federal OMB Circular A-133 audit requirements or the state single audit requirements. Compliance to general and specific program assurances is the legal responsibility of the grantee under the authorization of the grantee's executive body."	C
	6/5/2024	Rebekka	Status changed to 'LEA Business Manager Approved'.	S

8:00:29 AM	Bartels													
6/4/2024 4:46:44 PM	John Morgan	C Agreed to "By submitting this automated application, each grantee's authorized representative assures that it has been submitted in compliance with the provisions, regulations, and rules of the federal grant programs included in this funding application. By submitting this automated application the grantee is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application and understands that this grant is subject to the federal OMB Circular A-133 audit requirements or the state single audit requirements. Compliance to general and specific program assurances is the legal responsibility of the grantee under the authorization of the grantee's executive body."												
6/4/2024 4:46:44 PM	John Morgan	S Status changed to 'Draft Completed'.												
6/4/2024 4:21:58 PM	John Morgan	C Hi folks. We do not do indirect costs on Perkins, but the application is self populating 8% and will not allow me to change it. We added specifics to the Agriscience purchases for micropropagation, added specific conferences for the Allied Health areas and other, and put the correct dates for the spring CLNA meeting into the document. Thank you for the assistance.												
5/24/2024 1:04:01 PM	Rick Schmidt	S Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Returned Not Approved'.												
5/24/2024 1:03:18 PM	Rick Schmidt	C Application reviewed, please resolve the following: 1) CLNA document uploaded to Related Docs has a signature page from 2022-23, please upload the 2024-25 CLNA meeting signature page. 2) Please provide more detailed information about the "various trainings" being provided to the Nursing & Allied Health faculty – (4250 – CC – Travel) 4250 - CC - Travel - \$59,000.00 <table><thead><tr><th>Object Code</th><th>Function Code</th><th>Project Time (FTE)</th><th>Quantity</th><th>Salary, Rental or Unit Cost</th><th>Line Item Total</th></tr></thead><tbody><tr><td>4250 - CC - Travel</td><td>0000 - Other</td><td></td><td>1</td><td>\$5,000.00</td><td>\$5,000.00</td></tr></tbody></table> Narrative Description Send Nursing and Allied Health faculty to various trainings for improving classroom delivery and staying current in the profession	Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Line Item Total	4250 - CC - Travel	0000 - Other		1	\$5,000.00	\$5,000.00
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Line Item Total									
4250 - CC - Travel	0000 - Other		1	\$5,000.00	\$5,000.00									
		3) Please provide more detailed information about the "Micropropagation equipment" for Agriscience.												

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other		1	\$15,000.00	\$15,000.00

Micropropagation equipment for Agriscience plant tissue culture training in the biotech portion of Agribusiness

4) Your IDC/Admin Costs are at 7.4%, which is above the Perkins maximum allowable rate of 5% - \$9,763.67. Please adjust accordingly.

Indirect Cost	
Total Allocation	\$195,273.39
Budgeted Amount (Contributing to Indirect Cost)	\$195,273.39
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$14,464.69
Max Indirect Cost based on Total Allocation	\$14,464.69
4900 - CC - Capital Outlay	

5/24/2024 4:02:46 AM	GME Administrator	Per 34 CFR 76.708, your application has been submitted in a substantially approvable state. While you may begin obligating funds for CTE Postsecondary Federal Perkins as of 07/01/2024, reimbursement will not be available until the application is final Director Approved.	C
5/23/2024 11:30:51 AM	Rebekka Bartels	Agreed to "By submitting this automated application, each grantee's authorized representative assures that it has been submitted in compliance with the provisions, regulations, and rules of the federal grant programs included in this funding application. By submitting this automated application the grantee is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application and understands that this grant is subject to the federal OMB Circular A-133 audit requirements or the state single audit requirements. Compliance to general and specific program assurances is the legal responsibility of the grantee under the authorization of the grantee's executive body."	C
5/23/2024 11:30:50 AM	Rebekka Bartels	Status changed to 'LEA Authorized Representative Approved'.	S
5/23/2024 11:30:41 AM	Rebekka Bartels	Agreed to "By submitting this automated application, each grantee's authorized representative assures that it has been submitted in compliance with the provisions, regulations, and rules of the federal grant programs included in this funding application. By submitting this automated application the grantee is acknowledging that it understands and agrees to abide by the applicable	C

			assurances attached to this application and understands that this grant is subject to the federal OMB Circular A-133 audit requirements or the state single audit requirements. Compliance to general and specific program assurances is the legal responsibility of the grantee under the authorization of the grantee's executive body."	
	5/23/2024 11:30:41 AM	Rebekka Bartels	Status changed to 'LEA Business Manager Approved'.	S
☐	5/23/2024 11:17:30 AM	John Morgan	Agreed to "By submitting this automated application, each grantee's authorized representative assures that it has been submitted in compliance with the provisions, regulations, and rules of the federal grant programs included in this funding application. By submitting this automated application the grantee is acknowledging that it understands and agrees to abide by the applicable assurances attached to this application and understands that this grant is subject to the federal OMB Circular A-133 audit requirements or the state single audit requirements. Compliance to general and specific program assurances is the legal responsibility of the grantee under the authorization of the grantee's executive body."	C
	5/23/2024 11:17:30 AM	John Morgan	Status changed to 'Draft Completed'.	S
☐	4/29/2024 9:46:03 AM	GME Administrator	The indirect cost rate for this application has been updated to 8%.	C
	4/16/2024 10:38:05 AM	John Morgan	Status changed to 'Draft Started'.	S
	3/1/2024 7:54:15 AM	SEA Administrator	Status changed to 'Not Started'.	S

Allocations			
Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Allocations			
	(1)	CTE Postsecondary Fe CFDA: 84.048A	Total
Original		\$195,273.39	\$195,273.39
Incoming Carryover		\$0.00	\$0.00
Outgoing Carryover		\$0.00	\$0.00
Reallocated		\$0.00	\$0.00
Additional		\$0.00	\$0.00
Incoming Interest Carryover		\$0.00	\$0.00
Released		\$0.00	\$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
CR Released		\$0.00	\$0.00
Total		\$195,273.39	\$195,273.39

Funding Disclaimer

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Funding Disclaimer

Funding Disclaimer

The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, or Grantee becomes otherwise ineligible for funding, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.

☒ *** Check to acknowledge**

FFATA & GSA Verification	
Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - FFATA & GSA Verification	
FFATA & GSA Verification	
1. The district/organization has submitted OR will be submitting the annual General Statement of Assurance	☒ * Yes
2. The district/organization understands that if ADE is not updated with the organization's SAM.gov information, including SAM.gov registration expiration, that funding for the organization can be placed on hold.	☒ * Yes
* 3. Please provide a short description of your project in one to two paragraphs: Continue to fund capital needs for programs to lower student to equipment rations, provide CTE training for faculty and staff, specific marketing initiatives by program area, continuation of virtual reality training for career exploration as well as in the classroom, supply needs specific to targeted programs, and other depending on allocation amounts.	

For Profit/Non Profit Disclaimer & Attestation

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - For Profit/Non Profit Disclaimer & Attestation

For Profit/Non Profit Disclaimer & Attestation

By accepting a Grant Award from the Arizona Department of Education, Subrecipient hereby agrees to comply with all applicable local, state, and federal laws, rules and regulations and guidance now in effect or as may be amended during the term of this Grants Award.

Some grant funding may not be available to all entities seeking grant funds and will require entity validation before the funding process can continue.

In order to maintain compliance with local, state and federal laws, entities must identify their For Profit or Non Profit status on the annual General Statement of Assurances (GSA).

The identified status must also be attested to on all funding applications to further qualify eligibility for grant funding review.

* Please select one status from the drop-down menu

Non Profit ▼

If "For Profit" was selected, please contact the program area for this grant before proceeding with the application, as further eligibility consideration may be required.

Subrecipient certifies that the status selected above is valid and that the General Statement of Assurances (GSA) also reflects this status:

☒ * Yes

Program Information / Instruction

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Program Information / Instruction

CTE Federal Perkins Important Dates and Deadlines

- Final Approval of Initial Application (by SEA): July 1, 2024
- Project Start Date: July 1, 2024
- Project End Date: September 30, 2025
- All Reimbursement Requests must be submitted and approved PRIOR to the project end date. Reimbursement Request deadlines will be set, as applicable, based on ADE/ADOA Accounting requirements for fiscal year and/or project end dates

Contact Information:

For questions, please contact the Program Area at (602) 542-5282

For technical assistance with GME, submit a Service Ticket at <https://helpdesk.azed.gov/>

CTE Postsecondary Federal Perkins Contacts

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Contacts

Contact Information

	Name	Email Address	Phone Number
CTE Director Name	* John Morgan	* john.morgan@yc.edu	* 928-717-7721
Business Manager	* Frank D'Angelo	* Frank.D'Angelo@yc.edu	* 928-771-4885
CTE Data Reporter	* Tom Hughes	* tom.hughes.yc.edu	* 928-776-2205

Assurances

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Assurances

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 Strengthening CTE for the 21st Century Act of 2018.

Program Assurances

* The college agrees to the following program assurances:

- ☒ Yes
☐ No

1. Eligible recipients will annually evaluate their Career and Technical Education Programs to assess progress or all students, including special populations, in meeting Arizona's core indicators of performance [§123(b)(1)]. Special populations are defined as "...individuals with disabilities, individuals from economically disadvantaged families, nontraditional students, single parents, out of workforce individuals, English learners, homeless students, youth in foster care or who have aged out and youth with a parent on active military duty.
2. Individual 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 based on their status as member so special populations [§122(c)(2)].
3. 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 determined levels of performance and to prepare them for further learning and high skill, high wage or high demand careers [§122(c)(2)].
4. Eligible recipients will assure provision of a career and technical education program that is of such size, scope and quality to bring about improvement in the quality of career and technical education and provide services and activities that are of sufficient size, scope and quality to be effective [§135(b)].
5. Eligible recipients will assure the provision of career exploration and career development activities through an

organized, systematic framework designed to aid students (including in the middle grades) before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education, career opportunities and programs of study [§135(b)(1)].

6. 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(d)(13)(A) 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(d)(13)(B)].

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 [§211(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. 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 [§113(b)(3)(C)].
2. Eligible recipients will develop an Improvement Plan if at least 90% of the State Determine Level of Performance (SDLP) is not met [§122(b)]. Improvement plans will be submitted through the grant application for review and approval by the assigned Grant Program Specialist.
3. The college 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 grant objectives and the State Determined Levels of Performance.
4. The college 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 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Assurances

*** 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 COLLEGE AGREES.

The Community College hereby assures to the Arizona Department of Education that it will comply with the Federal Perkins requirements listed below:

LOCAL PLAN FOR CTE

The community college will conduct a comprehensive local needs assessment related to career and technical education and include the result of the needs assessment in the local application. The comprehensive needs assessment must be completed not less than once every two years [§134(c)(1)(A-B)]. Provide a coherent sequence of instruction in career and technical education programs. Provide a list of all CTE programs and related courses offered in the coherent sequence of instruction to deliver all state designated standards. Please also see Grants Management Resource Library for §134 Local Application for Career and Technical Education Programs.

PERFORMANCE LEVELS

Carry out career and technical education programs to meet state/local adjusted levels of performance [§122(b) and §113(b)]. Develop a means to analyze and review CTE programs, including assessments of how the needs of special populations are being met [§134(b)(5) and §134(b)(9)].

SKILL ATTAINMENT

Provide within the career and technical education programs the skills necessary to pursue careers in high skill, high

wage or in-demand industry sectors or occupations [§135(b)(3)]. Support integration of academic skills into career and technical education programs and programs of study to support participants at the secondary school level in meeting the challenging State academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 and support participants at the postsecondary level in achieving academic skills [§135(b)(4)].

PROGRAM IMPROVEMENT

Each eligible agency shall evaluate, using the local levels of performance described in §134(b)(4), the career and technical education activities being supported through the receipt of funding. The eligible recipient shall develop and implement a program improvement plan that includes an evaluation of the performance disparities or gaps identified under §113(3)(C)(ii)(II) and action that will be taken to address such gaps.

INVOLVE STAKEHOLDERS

In conducting the comprehensive local needs assessment and developing the local application, an eligible recipient shall involve a diverse body of stakeholders [§134(d)].

ACCESS/PROGRESS/SUCCESS FOR SPECIAL POPULATIONS

Eligible recipients will provide activities that prepare special populations for high skill, high wage or in-demand industry sectors or occupations that will lead to self-sufficiency, prepare participants for nontraditional fields, provide equal access for special populations to career and technical education and ensure that members will not be discriminates against on the basis of their status as members of special populations [§134(b)(5)]. Special populations include all of the following: individuals with disabilities, individuals from economically disadvantaged families, individuals preparing for nontraditional fields, single parents, out-of-workforce individuals, English learners, homeless individuals, youth in foster care or who have aged out of foster care and students with active duty military parent(s) [§135(b)(5)].

NONTRADITIONAL TRAINING

Eligible recipients will prepare career and technical education participants for nontraditional fields of work. Nontraditional fields are occupations or fields of work for which individuals from one gender comprise less than 25% of the workforce population [§135(b)(5)(B)].

PROFESSIONAL DEVELOPMENT

Eligible recipients will provide professional development related to the provision of career and technical education services for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors or paraprofessionals [§135(b)(2)].

ARTICULATION

Plan and carry out elements that support the implementation of career and technical education programs and programs of study that result in increasing student achievement [§134(b)(5)].

CAREER GUIDANCE

Provide career exploration and career development activities through an organized systematic framework designed to aid students, including the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§134(b)(1)].

FACULTY RECRUITMENT AND RETENTION

Eligible recipients will coordinate with institutions of higher education to support the recruitment, preparation, retention and training, including professional development, of teachers, faculty, administrators, specialized instructional support personnel and paraprofessionals who meet applicable State certification and licensure requirements, including individuals from groups underrepresented in the teaching profession [§134(b)(8)].

Desk Monitoring - Fiscal Assurances

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Assurances

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 Strengthening Career and Technical Education for the 21st Century Act.

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(d)(13)(A)].

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

*

03/21/2024

*

Arizona Auditor General

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

N/A

* 3. Are you requesting a monitoring/technical assistance visit in support 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(d)(13)(B)].

* 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.

* 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.

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.

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.

* 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.

* 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.

* 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.

* 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.

* 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.

* 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.

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 [§211(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.

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

☐ Yes

☒ No

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

* 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.

TIME & EFFORT:

Charges to the Federal Perkins award for salaries and wages must be based on records that accurately reflect the work performed [2 CFR 200.430(i)].

* 1. Are charges to the Federal Perkins award for salaries and wages supported by a system of internal controls that

provide reasonable assurance charges are accurate, allowable and properly allocated?

☒ Yes

☐ No

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

* 3. Do the records for salary and wage charges to the Federal Perkins award comply with the established accounting policies and practices of the college?

☒ Yes

☐ No

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

* 5. Are charges to the Federal Perkins award for salaries and wages incorporated into the official records of the college?

☒ Yes

☐ No

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

* 7. Do the records for salary and wage charges reasonably reflect the total activity (both federally assisted and all other activities) for which an employee is compensated (not to exceed 100%)?

☒ Yes

☐ No

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

* 9. Do the records for salary and wage charges support the distribution of an employee's salary or wages among specific activities or cost objectives?

☒ Yes

☐ No

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

Procurement Standards

* 1. The recipient is in compliance with the revised procurement standards as outlined in the Uniform Grant Guidance [§200.317 through §200.326]?

☒ Yes

☐ No

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

Budget

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - 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	\$195,273.39
Budgeted Amount (Contributing to Indirect Cost)	\$195,273.39
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$14,464.69
Max Indirect Cost based on Total Allocation	\$14,464.69

Budget By Function Codes

Object Code	Total
4100 - CC - Salaries - Instructional	\$0.00
4150 - CC - Salaries - Non-Instructional	\$0.00
4200 - CC - Employee - Benefits	\$0.00
4250 - CC - Travel	\$29,000.00
4300 - CC - Supplies and Materials	\$52,897.39
4400 - CC - Purchased Services / Consultant Fees	\$93,376.00

4500 - CC - Tuition	\$0.00
4600 - CC - Printing and Reproduction	\$10,000.00
4700 - CC - Utilities and Communications	\$0.00
4800 - CC - Other Expenses	\$10,000.00
4900 - CC - Capital Outlay	\$0.00
9999 - CC - Indirect Costs	\$0.00
Total	\$195,273.39
Adjusted Allocation	\$195,273.39
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Indirect Cost

Total Allocation

Budgeted Amount (Contributing to Indirect Cost)

Excludable Costs

Indirect Cost Rate

Max Indirect Cost based on Budgeted Amount

Max Indirect Cost based on Total Allocation

4250 - CC - Travel - \$29,000.00

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$5,000.00	\$5,000.00

Narrative Description

Send 2 individuals including faculty and Directors to National Association of EMS Educators Symposium, ACERT Conference, ODEN Conference, and ACEN Conference for training in various areas including nursing, EMS, and Radiology.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		20.00	\$1,000.00	\$20,000.00
Narrative Description					
Send up to 20 individuals including faculty, staff and admin to ACTEAz summer conference in Tucson for training with secondary schools pertaining to CTE issues.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		4.00	\$1,000.00	\$4,000.00
Narrative Description					
Send up to 4 individuals to AACC Workforce Development conference to learn about emerging CTE programs as well as other workshops pertaining to developing the workforce.					
Total for 4250 - CC - Travel					\$29,000.00
Total for all other Object Codes					\$166,273.39
Total for all Object Codes					\$195,273.39
Adjusted Allocation					\$195,273.39
Remaining					\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$195,273.39
Budgeted Amount (Contributing to Indirect Cost)	\$195,273.39
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$14,464.69
Max Indirect Cost based on Total Allocation	\$14,464.69
4300 - CC - Supplies and Materials - \$52,897.39 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$8,043.39	\$8,043.39

Narrative Description

Kitchen supplies for culinary including knives, cutting boards, storage racks, food processors and other consumable supplies.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$15,000.00	\$15,000.00
Narrative Description					
Micropropagation equipment for Agriscience plant tissue culture training in the biotech portion of Agribusiness including glassware (test tubes, augers, beakers), portable table top purification hoods, petri dishes, digital scales, oxins, hormones, scalpels, forceps, sterilizing material, centrifuge.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$29,854.00	\$29,854.00
Narrative Description					
Turnout gear for fire academy including boots, flash hoods, jackets, helmets, and pants.					
Total for 4300 - CC - Supplies and Materials					\$52,897.39
Total for all other Object Codes					\$142,376.00
Total for all Object Codes					\$195,273.39
Adjusted Allocation					\$195,273.39
Remaining					\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$195,273.39
Budgeted Amount (Contributing to Indirect Cost)	\$195,273.39
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$14,464.69
Max Indirect Cost based on Total Allocation	\$14,464.69

4400 - CC - Purchased Services / Consultant Fees - \$93,376.00 ▼

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	\$10,000.00	\$10,000.00

Narrative Description

Purchase of radio advertising and social media for critically needed CTE programs based on high wage, high demand, and attracting non-trad students. .

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	\$83,376.00	\$83,376.00
Narrative Description Rentals of Virtual reality headsets for use in early college career exploration as well as to enhance CTE courses through the use of VR for specific lessons including safety and other program specific applications.					
Total for 4400 - CC - Purchased Services / Consultant Fees					\$93,376.00
Total for all other Object Codes					\$101,897.39
Total for all Object Codes					\$195,273.39
Adjusted Allocation					\$195,273.39
Remaining					\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Indirect Cost

Total Allocation \$195,273.39

Budgeted Amount (Contributing to Indirect Cost) \$195,273.39

Excludable Costs \$0.00

Indirect Cost Rate 8.00%

Max Indirect Cost based on Budgeted Amount \$14,464.69

Max Indirect Cost based on Total Allocation \$14,464.69

4600 - CC - Printing and Reproduction - \$10,000.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4600 - CC - Printing and Reproduction	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Produce informational Viewbooks pertaining to programs in Allied Health and CTE for distribution during various CTE recruiting events. Viewbooks list industry wages, explanations of the industry, and all of the programs available for students.

Total for 4600 - CC - Printing and Reproduction	\$10,000.00
Total for all other Object Codes	\$185,273.39
Total for all Object Codes	\$195,273.39
Adjusted Allocation	\$195,273.39
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$195,273.39
Budgeted Amount (Contributing to Indirect Cost)	\$195,273.39
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$14,464.69
Max Indirect Cost based on Total Allocation	\$14,464.69

4800 - CC - Other Expenses - \$10,000.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4800 - CC - Other Expenses	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Vouchers for Technical Skills Assessment 3rd party or licensure examinations for students who meet the criteria as economically disadvantaged.

Total for 4800 - CC - Other Expenses		\$10,000.00
Total for all other Object Codes		\$185,273.39
Total for all Object Codes		\$195,273.39
Adjusted Allocation		\$195,273.39
Remaining		\$0.00

Budget Overview**Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins**

Object Code	Function Code	0000 - Other	Total
4250 - CC - Travel		29,000.00	29,000.00
4300 - CC - Supplies and Materials		52,897.39	52,897.39
4400 - CC - Purchased Services / Consultant Fees		93,376.00	93,376.00
4600 - CC - Printing and Reproduction		10,000.00	10,000.00
4800 - CC - Other Expenses		10,000.00	10,000.00
Total		195,273.39	195,273.39
	Adjusted Allocation		195,273.39
	Remaining		0.00

Budget Overview Plus/Minus

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Function Code

Total

Object Code

Total

0.00

Adjusted Allocation

195,273.39

Remaining

195,273.39

Postsecondary Occupational Programs

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

List all of the occupational program(s) in alphabetical order, by college, which will be assisted with Perkins funds.

Program Title	Location	CIP Code
* Allied Health	* Prescott, Verde, Prescott Valley	* 51.0000
* Fire Science	* Prescott, Verde	* 43.0203
* Culinary	* Prescott	* 12.0500
* Agriscience	* Chino Valley	* 01.0000
* EMS	* Prescott, Verde	* 51.0904

Evaluation & Accountability	
Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins	
Evaluation & Accountability	
Each entity receiving funding shall develop and implement evaluations of the activities carried out with Perkins funds, including evaluations necessary to complete the comprehensive local needs assessment and provide required local data to ADE [§135(b)(6)].	
As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis for evaluation and accountability criterion. Please include all the major areas of focus resulting from your review which will be addressed during this grant period.	
* Please indicate the completion date of the most recent Local Needs Assessment. 04/26/2024	
* As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis. Please include all the major areas of focus resulting from your review which will be addressed during this grant period. Results must also include identification of program access gaps or gaps in performance for special populations students. YC will continue to work on virtual reality, with particular emphasis and career exploration for early college and prospective college students in order to guide them into making decisions based on whether the industry will be suitable for their likes. We will also continue to capitalize certain programs with equipment to maintain low student to equipment ratios, ensuring a rigorous hands on experience. YC will also produce non-trad recruiting materials through the viewbooks created for CTE and Allied Health Divisions. Monies will also be utilized to provide training to faculty, including the bootcamp for new adjuncts and full-time faculty, as well as various other trainings throughout the year including the AzCTE summer conference, AACC Workforce Development conference, and other Allied Health trainings to be determined.	
Measurable Objective One (Required)	
* 1) Provide a measurable objective describing how you will implement an evaluation of the activities carried out with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-	

Oriented and Timely.

By September 30th, 2024, train new CTE adjunct and full time faculty on classroom teaching techniques, lab sheet and rubric development, use of virtual reality in the classroom, syllabus development, lab safety, course calendar development, and use of the CANVAS LMS platform.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

With continued teacher turnover, it is imperative to provide basic instruction training since most come from industry and do not have teaching backgrounds. It is also important that they learn to use and understand virtual reality in the classroom which is a key college initiative.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, purchase all capital equipment for identified programs as evidenced by receipts of purchase and placement of said equipment into the accompanying laboratories.

2) Provide a justification for your choice of objective and how it will address your identified need.

YC desires to continue to keep low student to equipment ratios in order to ensure appropriate hands-on training with plenty of time on task for students to become competent with a skill.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Career Exploration/Career Development

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Career Exploration/Career Development Activities

Each entity receiving funding shall provide career exploration and career development activities through an organized, systematic framework designed to aid students, including in the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§135(b)(1)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the career exploration and/or career development activities you will engage in this year in order to aid students in making informed plans/decisions regarding future education, career opportunities and programs of study.

YC will continue to invest through Perkins on virtual career exploration which is proving to be popular for students in both the early college and adult realm. With access to over 92 careers through the VR headsets, students are able to try an activity in a career of their choice through a virtual world.

Measurable Objective One (Required)

* 1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 1st, 2024, rent virtual reality goggle from Transfr for student utilization of career exploration in making decisions on what program is an appropriate fit for them as evidenced by headsets rented and the accompanying receipts.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Selecting a CTE career is a challenging issue for students, especially those who are in the Early College program. Being able to explore career in the virtual work can be helpful to students who are uncertain. The number of careers within the headsets has double from 48 to 92 in the last year, giving students many options to try something in. Using VR has proven to be a very real way for students to get a feel for what a task might be on the job that they are considering.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By March 1st, 2025, YC will host the annual CTE Day for over 400 high school students, exposing them to 26 YC CTE programs in preparation for registration through the two local CTEDs including MICTED and VACTE as evidenced by registrations for the event.

2) Provide a justification for your choice of objective and how it will address your identified need.

This annual event is a precursor for early college students registering for concurrent enrollment classes. Students get to meet with faculty and see the labs that they will be working in as part of the program they select.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Professional Development

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Professional Development

Each entity receiving Perkins funding will provide career and technical education professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals [§135(b)(2)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the professional development activities you will provide or support this year for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals. Please provide a detailed summary of CLNA analysis for professional development criterion.

YC will continue to offer the new faculty boot camp, as well as send a variety of CTE instructors, Admin, and Staff to the AzCTE Conference, AACC Workforce Development Conference, and various trainings faculty need to maintain specific licensure needed to teach in various programs.

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how specifically you will provide or support professional development opportunities focused on embedding professional skills and academic content into career and technical education programs/courses.

YC will host a 4 day teaching bootcamp for new adjunct and full-time CTE faculty, as well as send CTE faculty to a variety of trainings specific to their areas. WE will also send staff to the annual AACC Workforce Development Conference where they will learn about new programs and up and coming CTE careers in the United States.

Measurable Objective One (Required)

* 1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By July 1, 2025, register up to 25 faculty, staff, and administrators to attend the ACTEAz conference in Tucson where they will receive premier training in a variety of CTE areas as evidenced by registrations.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is critical to the success of the relationships between our secondary partners, and to receive training in many areas for faculty, staff, and admins. YC desires to keep strong partnerships in both dual and concurrent enrollment for early college students, and this conference allows YC to work with the secondary peers on a variety of fronts.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By February 15th, 2025, send up to 4 individuals to the annual AACC Workforce Development Conference as evidenced by conference registration.

2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is the premier conference for postsecondary CTE, and provides individuals with working knowledge of emerging technologies as well as information on the successes of other collegiate CTE programs from around the country.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By September 30th, 2025, YC will send faculty and directors from Allied Health, EMS and nursing to conferences including the National Association of EMS Educators Symposium,

2) Provide a justification for your choice of objective and how it will address your identified need.

These conferences provide training to keep faculty and directors current in their roles, and also tie into accreditation of these programs with hours committed to annual training.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Skill Development

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Skill Development

Each entity receiving Perkins shall provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations [§135(b)(3)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide an explanation of how the career and technical education programs offered to students will ensure they have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations. Please provide a detailed summary of CLNA analysis for skill development criterion.

YC saw much improved 3rd party testing scores this year, and we want to continue to keep that momentum going. YC desires to use a portion of the Perkins funding to pay for non-trad students who cannot afford the fees for 3rd party testing which is allowable under Perkins rules. These students would be identified based on financial aid qualifications. YC also will continue to work on lowering student to equipment ratios in order to help skill mastery. YC holds advisory board meetings, and all capital items must be voted on and approved by boards so that they can be placed into the budget planning process which include Perkins funding. YC has new metrics to follow when it comes to programs leading to a living wage.

* Please provide a description of steps you will take to inform/recruit all students including special population students into career and technical education programs (special population students include all of the following categories: individuals with disabilities, from economically disadvantaged families, nontraditional students, single parents, out-of-workforce individuals, English learners, homeless students as defined by McKinney-Vento Homeless Assistance Act, youth who are in or aged out of foster care and youth with military parents on active duty) [-134(b)(2)].

YC holds CTE parent nights, where parents and prospective students are introduced to faculty, staff, and the labs that classes are held in. During these events, students get to find out what the program is all about, and the expectations of being in the program. YC also hosts 5 CTE open houses for anyone to come to, and try something that is done in the program. Through marketing and print material, YC targets non-trads in various programs, with gender non-trads

being the largest group targeted. YC also will host CTE Day for secondary students followed by early college registration in conjunction with the local CTEDs.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, YC will purchase and implement the use of capital equipment as listed in the capital expenditure pages in order to continue to ensure that students get adequate hands-on time using the most current equipment as evidenced by receipts from purchase.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Scores have gone up on 3rd party testing, and YC desires to continue the momentum we see in this area by continuing to purchase the needed equipment that helps make students competent.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By October 30th, 2025, make funding available to low-income non-trad students to help offset the costs of third party testing and licensure fees.

2) Provide a justification for your choice of objective and how it will address your identified need.

More students have indicated that they can't always pay for third party testing and licensure. This initiative is important to ensure that all students who desire the certifications and licensures have the means to do so.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

- 1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.
- 2) Provide a justification for your choice of objective and how it will address your identified need.
- 3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Academic Integration	Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins
Academic Integration	Each entity receiving Perkins funding shall support the integration of academic skills into career and technical education programs/programs of study to support students in meeting the challenging State secondary academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 or as participants at the postsecondary level in achieving academic skills [§135(b)(4)]. * Based on the results of your Local Needs Assessment (or review of progress in the off year) how will you improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure that learning in the subjects constitutes a well-rounded education [-134(b)(4)]. Please provide a detailed summary of CLNA analysis for academic integration criterion. Academic integration is a required element at YC with three areas needing to be measured within CTE programs. These include communication, social responsibility, and critical thinking. An instructor can incorporate these into an identified class or classes as part of the degree or certificate earned. YC calls these areas "ILO's", or Institutional Learning Outcomes. HLC criteria determine the need for YC to do this. YC will also continue the "Math in Auto" initiative which has added key math components to the introductory auto classes. This has proven to be invaluable and helps get the math skills done very early on in the program so that they can be applied the rest of the way.
Measurable Objective One (Required)	* 1) Provide a measurable objective describing how you will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely. By October 30th, 2025, YC faculty will have implemented assessment in their CTE programs pertaining to communication, social responsibility, and critical thinking. * 2) Provide a justification for your choice of objective and how it will address your identified need. This is a required institutional metric and part of our HLC accreditation.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Increase Student Achievement	Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins
Increase Student Achievement Each entity receiving Perkins funding will plan and carry out elements that support the implementation of career and technical education programs/programs of study that result in increased student achievement [§135(b)(5)(A-T)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)].	* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how you will utilize Perkins funds to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement. With more students taking and passing 3rd party accreditations, YC desires to continue using funding to help students who cannot afford to pay for 3rd party students. These non-trad students would be those who qualify based on financial need.
* Provide a description of how you will ensure that members of special populations are not discriminated against based on their status as members of special populations [§134(b)(5)]. We encourage students to declare for ADA accommodations. We cannot force them to, but all students are made aware of the services. We also have 5 hours per week that students can go to lab based classes and work in the labs to catch up on any work that they did not complete during the regular time frames for classes. These labs are supervised by our full-time instructors, and have led to higher passing rates and increased program completion. YC is currently ranked 1st in the state for program completion and 2nd for third party licensure and certification. Students also have access to the Learning Center for tutoring, plus regular office hours held by faculty for additional help.	* If available, how will students participating in career and technical education programs be offered the opportunity to gain postsecondary credit while still attending high school, such as dual or concurrent enrollment programs [§135(b)(7)]? YC has IGA's with every high school in Yavapai County for dual enrollment in CTE provided they have qualified CTE programs as evidenced by board approved IGA's. 2,600 Yavapai County secondary students participate in early

college programs at YC in both CTE and Gen Ed courses. These are either through concurrent or dual enrollment arrangements. Many students graduate with a college certificate or degree at the same time they graduate from high school.

* How will you go about supporting career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential [§135(b)(5)(F)]?

We offer industry certifications or licensure in our CTE programs, but by law we cannot force students to take the tests at the post-secondary level. We do encourage them to do so, and provide funding through the Perkins grant to help offset costs of the tests for low income students. The local CTEDs that we partner in do require third party testing, so we test all of our secondary students who are in CTE programs, and the passing rates are very good.

Measurable Objective One (Required)

* 1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART

By June 30th 2025, offer voucher assistance to students who are low income in order for them to take 3rd party licensure and certification as evidenced by applications and fees awarded.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This measure will offer students an incentive to take the 3rd party licensure and certification tests that they cannot afford due to low income status identified through the FAFSA application process.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant

period. Due: June 30th

Measurable Objective Three (Optional)

- 1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.
- 2) Provide a justification for your choice of objective and how it will address your identified need.
- 3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

State Determined Levels of Performance (SDLP)

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

State Determined Levels of Performance (SDLP)

The following table illustrates the State Determined Levels of Performance (SDLP) as established for each Perkins performance measure. This section of the grant application will be populated once data is available during the funding year and will be directly uploaded into the grant application by ADE-CTE. Grant recipients will not be able to enter or modify this section of the grant application. Grant recipients must at least meet 90% of the established SDLP each year. If 90% of the STLP is not met for a measure, the funding recipient must create a Performance Measure Improvement Plan (see next section of the grant application).

All Performance Measure Improvement Plans are due no later than January 15th.

	1P1			2P1			3P1		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
SDLP									
90% of SDLP									

Performance Measures Improvement Plan(s)

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Eligible recipients will complete a separate Performance Measures Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance (SDLP). Recipients must use this form for performance measures not met for at least one but not more than two consecutive years. Recipients must identify and address any disparities or gaps in performance among population subgroups as a part of their improvement plan(s) [§134(b)(9)]. If you have not met a CTE performance measure for three consecutive years or more, please contact your Grant Program Specialist for further instructions/assistance. Due: January 15th

Performance Measure Improvement Plan #1:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Two (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Three (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	

8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #2:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #3:

- | | |
|---|---|
| 1 | Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...). |
| 2 | District Level of Performance Achieved |

3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective: 

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #4:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #5:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #6:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #7:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #8:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Capital Outlay Worksheet

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

Subtotals by Object Code

Object Code	Subtotal
6731	\$ 0.00
6732	\$ 0.00
6733	\$ 0.00
6734	\$ 0.00
6735	\$ 0.00
6736	\$ 0.00
6737	\$ 0.00
6738	\$ 0.00
6739	\$ 0.00
0190	\$ 0.00
4900	\$ 0.00
Total	\$ 0.00

Capital Outlay Worksheet

*** The CTE Program Name MUST be entered in the "Purpose" box for each item of equipment listed***

School Name	CTE Program	Quantity	Cost per Unit	Tax, Shipping & Handling	Object Code	Item Description	Purpose	Total
			\$	\$	Please select...			\$ 0.00
							Grand Total	\$ 0.00

USFR for Arizona School Districts (6731-6739)

Expenditures for initial, additional, and replacement equipment in the categories below. Also, include the present value amount of capital leases of equipment in the year of acquisition. Periodic lease payments should be coded to expenditure object codes 6832 and 6842. Equipment should be classified in the applicable detailed object codes below and cannot be paid for from the M&O Fund.

EXPENDITURE OBJECT CODES

Cost Less than \$5,000*	Cost \$5,000 or More*	Equipment Categories
6731 and/or 6732	6733	Furniture and Equipment (see examples below)
6734 and/or 6735	6736	Vehicles (Buses, cars, trucks, vans, etc.)
6737 and/or 6738	6739	Technology-related Hardware and Software (see examples below)

* Arizona school districts do not use a dollar threshold for determining whether an item is equipment or a supply. The detailed equipment classifications above allow correct coding of equipment in accordance with Arizona requirements and separate identification of lower cost items for federal grant reporting. Including indirect cost reporting.

An item should be coded as equipment if it is included in the examples below or if it meets all three equipment criteria below the tables. Items listed as equipment examples below should not be evaluated using the equipment criteria. The examples are provided to ensure consistent treatment by all districts. Also, the examples include certain items that are exceptions to the equipment criteria, such as component parts.

Furniture and Equipment Examples (Object codes 6731-6733)

- Athletic Equipment**
- Blocking sleds
 - Chalk line dispensers
 - Fitness machines
 - Goal posts (movable)
 - Helmets/Pads
 - Hurdles
 - Mats
 - Nets (Tennis/Volleyball)
 - Tackling dummies
 - Weights
- Other Equipment***

- Furniture/Furnishings**
- Bookcases
 - Chairs
 - Desks
 - Filing cabinets
 - Large area rugs
 - Tables
- Component Parts**
- A/C compressors
 - Automotive engines
 - Automotive transmissions

- Fixtures**
- Bleachers (indoor)
 - Ceiling fans
 - Chalkboards/Whiteboards
 - Drinking fountains
 - Hot water heaters
 - HVAC units
 - Light fixtures
 - Sinks
 - Toilets
 - Wall mirrors

• Appliances (kitchen) • Battery chargers • Copiers (off-network) • Key cutters • Leaf blowers • Paint sprayers • Sewing machines • TVs • Washers/Dryers • Items may be coded to Technology-related Hardware and Software if connected to a computer network.	• Auto Diagnostic machines • Cameras (photo & video) • DVD/Blu-ray players • Kilns • Microwaves • Power tools • SPED assistance equipment • Two-way radios • Welders	• Bar code scanners • Cash registers • Floor jacks • Laminators • Musical Instruments • Satellite dishes • Telephones • Vacuums
Technology-related Hardware & Software Examples (Object codes 6737-6739) • Computers (laptops, tablets, etc.) • Computer monitors • Copiers (on-network)	• Network equipment • Projectors • Printers	• Scanners • Smart Boards • Software (Non-Instructional)
Equipment Criteria If an item is not included in the examples above, it should be coded as equipment if it meets ALL of the following: 1. Typically has a useful life of at least one year. 2. Typically repaired rather than replaced when worn or damaged. 3. An independent unit that retains its original shape, appearance, and character with use and does lose its identity through fabrication or incorporation into a different or more complex unit or substance.		
DISCLAIMER FOR CHARTER SCHOOLS All capital items with a unit cost of \$5000 or greater MUST be coded as 0180 in your budget and included on this Capital Outlay Worksheet. All capital items with a unit cost less than \$5000 MUST NOT be coded as 0180 in your budget and MUST NOT be included on this Capital Outlay Worksheet.		

Related Documents

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins

ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document **does not** include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.

Optional Documents

Type	Document Template	Document/Link
CTE Comprehensive Local Needs Assessment	 <u>Comprehensive Local Needs Assessment</u>	 <u>CLNA with corrected date</u>
Directed Improvement Plan	 <u>Directed Improvement Plan</u>	
Job Description (LEAs own document)	N/A	
Purchased Services Contracts (LEAs own documents)	N/A	
Other	N/A	

Substantially Approved Dates

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Substantially Approved Dates

Grant	Substantially Approved	Substantially Approved Date
CTE Postsecondary Federal Perkins	Yes ▼	07/01/2024 

Substantial Approval Guidance

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - Substantially Approved Dates

Substantial Approval Guidance

- **What is the difference between substantial approval and SEA Director Approval?**

Substantial approval means there is a submitted funding application with a reasonable attempt at a budget and that there is a General Statement of Assurances (GSA) in "SEA General Statement of Assurance Accepted" status. This is affirmation that an LEA intends to accept monies from a particular funding source and agrees to abide by all assurances in the GSA.

SEA Director Approval, on the other hand, is confirmation that the grant program area has provided final director approval to the funding application submitted, and via this director approval the LEA understands that grant expenditures must meet all applicable rules and requirements of the funding source. SEA Director Approval status also enables the LEA to submit GME Reimbursement Requests during the applicable project period.

- **What is the earliest date for substantial approval?**

The grant's project start date is the earliest substantial approval date. For instance, July 1st is the project start date for many federal and state grants and thus July 1st would be the earliest substantial approval date.

Applications submitted in a substantially approvable state *prior* to or on a grants project start date will receive the project start date as the substantial approval date.

- **What if my funding application isn't substantially approved by the grant's project start date?**

It is important to remember that the substantially approved date is the **obligation date** tied to the date your funding application is submitted in a substantially approvable state. This means that once your grant project receives SEA Director approval, you may submit Reimbursement Requests in GME. Expenditures can then be reimbursed from the date the funding application was substantially approved.

A substantially approved date of August 15th, for example, would prevent an LEA from being reimbursed for any expenditures which happened between July 1st and up to the August 15th substantial approval date.

- **Can my LEA just submit a request for pre-award costs to allow for missing a timely substantial approval date?**

The ADE no longer has the authority to approve pre-award costs per the US Department of Education CFR200.458.

CTE Postsecondary Federal Perkins Checklist

Yavapai College (130601001) Public Agency - FY 2025 - Low Risk - CTE Postsecondary Federal Perkins - Rev 0 - CTE Postsecondary Federal Perkins Checklist

This checklist is a means of communication between the ADE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, the ADE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application approval process will continue.
- If the application contains items that are marked as Needs Attention, the application cannot be approved and will be returned to the LEA for edits. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where the ADE may provide notes to explain items needing attention. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application. If the ADE determines that the item has been corrected, Attention Needed will be changed to OK by the ADE Reviewer. If the items needing attention still have not been corrected, the application will be returned again to the LEA with a status of Not Approved.
- Applications that contain no items that are marked Attention Needed can be moved forward through the approval process.

Checklist Description (Collapse All Expand All)

☒ 1. General Statement of Assurance (GSA) has been submitted	OK	Rick Schmidt	6/5/2024 9:38:23 AM
1. GSA location to review submission status: GME Main Menu > Entity Information > General Statement of Assurances link 2. If no, contact Grants Management through history log and select No from dropdown of checklist			
☒ 2. FFATA & GSA Verification page has been completed	OK	Rick Schmidt	6/5/2024 9:38:23 AM
1. Description is included 2. All LEA information has been submitted			
☒ 3. Reviewed LEA for outstanding Issues	OK	Rick Schmidt	6/5/2024 9:38:23 AM
1. Outstanding Completion Report (s) 2. Outstanding Refund (s) 3. Programmatic Holds (s)			
☒ 4. Reviewed for High Risk Status	OK	Rick Schmidt	6/5/2024 9:38:23 AM
1. Is this LEA under a high risk status 2. Program area may need to apply additional monitoring			
☒ 5. Capital Outlay Worksheet page has been reviewed	OK	Rick Schmidt	6/5/2024 9:38:23 AM
1. Capital Outlay Worksheet line items are corroborated in Budget Detail line items			
☒ 6. General Statements	OK	Rick Schmidt	6/5/2024 9:38:23 AM

1. College agrees to Program Assurances, Fiscal Assurances, and Accountability Assurances.

2. College agrees to carry out Federal Perkins Requirements.

3. College satisfactorily completes the Desk Monitoring- Fiscal Assurances section.

7. Budget

OK

Rick
Schmidt

6/5/2024
9:38:23
AM

1. All expenditures must support one or more objectives.

2. The total allocation must be budgeted.

3. All expenditures are listed in the appropriate budget codes.

4. Salaries must be listed in object code 4100 or 4150. If positions involve face-to-face with students, use object code 4100; if positions are support use object code 4150. Narrative includes job title and FTE. (i.e., Instructional Aide-Culinary, .5 FTE) If new position, include "new". Job description must be uploaded into Related Documents section for each position.

5. Benefits must be listed in object code 4200.

6. Stipends indicate extra duty or extended contract pay. Narrative must include #hours X \$/hour X #people=total stipend. Narrative must include activities to be performed.

7. Supplies includes only program-specific instructional consumable supplies and not any general supplies. Instructional supplies must include a general list of supplies with dollar amount and program area in the narrative to be considered for approval. Include site if applicable. Instructional software must list specific software, dollar amount and program.

8. Equipment Supplies under \$5,000 (Object Codes 6731, 6732, 6734, 6735, 6737 and 6738) and Capital Equipment (Object Codes 6733, 6736 and 6739) must be included on the Capital Outlay Worksheet and include CTE Program Name, School Name, Quantity, Cost Per Unit, Tax/Shipping/Handling, Object Code and an Item Description.

9. The Federal Perkins Grant may not exceed the 5% cap for administrative costs (which includes Indirect + Support Services Administration expenditures). This is not automatically tallied by the grant and must be determined manually. The application may not be approved if this is exceeded.

10. NOTE: For professional development and training activities, supporting documentation for registration and travel should be available upon request.

8. Assurances

OK

Rick
Schmidt

6/5/2024
9:38:23
AM

1. Confirm that each assurance area has been check "Yes" by the college and no response is left blank.

9. Federal Perkins Requirements

OK

Rick
Schmidt

6/5/2024
9:38:23
AM

1. College affirms that they will carry out all requirements by indicating "Yes" in the check box.

10. Desk Monitoring- Fiscal Assurances

OK

Rick
Schmidt

6/5/2024
9:38:23
AM

1. Financial Audit- The date of the most recent annual audit must be entered along with the name of the entity completing the audit.

2. Financial Audit- All audit findings related to the Federal Perkins Grant funds must be described. If none, indicate N/A.

3. Fiscal Monitoring- "Yes" or "No" should be checked indicating whether or not the college is requesting a monitoring/technical assistance for their Federal Perkins Grant.

4. Financial Benefit- All questions should be answered with a "No" otherwise a correction action plan must be added to the comment box.			
5. Entertainment Costs- All questions should be answered with a "No" otherwise a corrective action plan must be added to the comment box.			
6. Capital Equipment Inventory- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
7. Supplement Not Supplant- College should answer "Yes" or "No" for each question in this section. If "Yes" is indicated, an explanation must be provided by the college. The Grant Program Specialist must inquire further for any affirmative answer to determine whether or not supplanting has occurred.			
8. Time & Effort- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
☐	11. Postsecondary Occupational Programs	OK ▼	Rick Schmidt 6/5/2024 9:38:23 AM
1. College lists all programs that will be provided this year and supported with Federal Perkins funds.			
2. List is by location, program title and CIP code.			
☐	12. Evaluation & Accountability	OK ▼	Rick Schmidt 6/5/2024 9:38:23 AM
1. Recipient has provided the date of the most recent Local Needs Assessment and has uploaded a copy into the Related Documents area of the grant.			
2. Recipient has provided a summary of the results of their analysis from the Local Needs Assessment (or progress analysis in the off year) and has included all major areas of focus to be addressed this year.			
3. Recipient has provided a measurable objective (SMART) describing how they will implement an evaluation of the activities carried out by Perkins funds this year.			
4. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
5. Progress Summary not due until June 30th.			
6. Repeat review of objectives if additional were submitted.			
☐	13. Career Exploration/Career Development Activities	OK ▼	Rick Schmidt 6/5/2024 9:38:23 AM
1. Recipient has provided a description of the career exploration and/or career development activities they will provide so that students can make informed choices regarding future education, career opportunities and programs of study.			
2. Recipient has provided a measurable objective (SMART) related to the provision of career exploration and/or career development activities carried out by Perkins funds this year.			
3. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
4. Progress Summary not due until June 30th.			
5. Repeat review of objectives if additional were submitted.			
☐	14. Professional Development	OK ▼	Rick Schmidt 6/5/2024 9:38:23 AM
1. Based on the results of the Local Needs Assessment (or summary of progress in the off year), the recipient provided a description of the professional development activities to be provided or supported this year.			

2. The recipient provided a description of how specifically they will provide or support professional development activities focused on embedding professional skills and academic content into career and technical education programs/courses.

3. A measurable objective (SMART) was provided regarding how the entity will provide/support career and technical education professional development with Perkins funding.

4. Recipient has provided a justification for their choice of objective and how it will address the identified need.

5. Progress Summary not due until June 30th.

6. Repeat review of objectives if additional were submitted.

 15. Skill Development

OK ▼

Rick
Schmidt

6/5/2024
9:38:23
AM

1. Recipient provided an explanation of how the career and technical education programs offered ensure that students have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations.

2. A description of how the results of the Local Needs Assessment (or progress summary in the off year) supports the choice of programs/programs study being offered was provided (as listed in the Postsecondary Occupational Programs section of the grant). An analysis was provided to support their choice of programs.

3. A description was provided indicating how all students will learn about their career and technical education offerings.

4. The recipient provided a description of the extra steps to be taken to inform/recruit special population students into career and technical education programs.

5. A description was provided regarding how the recipient will coordinate with local workforce development boards, local workforce agencies, one-stop delivery systems and other partners in their community.

6. A measurable objective (SMART) was provided regarding how the recipient will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students.

7. Recipient has provided a justification for their choice of objective and how it will address the identified need.

8. Progress Summary not due until June 30th.

9. Repeat review of objectives if additional were submitted.

 16. Academic Integration

OK ▼

Rick
Schmidt

6/5/2024
9:38:23
AM

1. Based on the results of the Local Needs Assessment, the recipient provided an explanation of how they will improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure learning in the subjects constitutes a well-rounded education.

2. A measurable objective (SMART) was provided regarding how the recipient will support the integration of academic skills into career and technical education programs/programs of study this year.

3. Recipient has provided a justification for their choice of objective and how it will address the identified need.

4. Progress Summary not due until June 30th.

5. Repeat review of objectives if additional were submitted.

 17. Increase Student Achievement

OK ▼

Rick
Schmidt

6/5/2024
9:38:23

1. Based on the results of the Local Needs Assessment (or the analysis of progress in the off year), a description was provided on how Perkins funding would be utilized to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.
2. A description was provided on how the recipient will ensure equal access for all special populations students to career and technical education programs/programs of study.
3. A description was provided on how the recipient will ensure that members of special populations are not discriminated against based on their status as members of special populations.
4. A description was provided regarding how students participating in career and technical education programs will be offered the opportunity to gain postsecondary credit while still attending high school. If not available, they must indicate at least an N/A.
5. The recipient provided an explanation of how they will support career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential.
6. A measurable objective (SMART) was provided focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement.
7. Recipient has provided a justification for their choice of objective and how it will address the identified need.
8. Progress Summary not due until June 30th.
9. Repeat review of objectives if additional were submitted.

18. Performance Measure Improvement Plan(s) / Directed Improvement Plan(s)

OK ▼

Rick
Schmidt

6/5/2024
9:38:23
AM

1. Recipient has completed a separate Performance Measure Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance.
2. Box 1: Identifies the specific performance measure not met (1P1, 2P1 etc...).
3. Box 2: Indicates numerically the college level of performance achieved for this measure.
4. Box 3: Indicates numerically the State Determined Level of Performance (SDLP) for this measure.
5. Box 4: Indicates numerically 90% of the SDLP for this measure.
6. Box 5: Indicates numerically at least a "1" but not exceeding a "2." Performance measures not met for three or more consecutive years requires a separate Directed Improvement Plan be completed. The Grants Program Specialist will work with the college to complete that separately and ensure that it is uploaded into the Related Documents area of the grant once completed.
7. Box 6: Adequately identifies causes for the deficiency.
8. At least one measurable objective (SMART) is created along with action steps, identified party and proposed completion date. All appear reasonable and adequate to address the performance measure.
9. Repeat process for any additional Performance Measure Improvement Plans submitted in the grant.
10. Performance Improvement Plan(s) / Directed Improvement Plan(s) due on January 15th.
11. Performance Measure Improvement Plan(s) summary of progress due on June 30th
12. Directed Improvement Plan(s) must submit an update of progress on March 30th and summary of progress due on June 30th.

19. Entity For Profit / Non Profit Status has been verified for grant funding eligibility

OK ▼

Rick
Schmidt

6/5/2024
9:38:23
AM

1. Entity's For Profit / Non Profit status selected on the General Statement of Assurances (GSA)

matches the For Profit / Non Profit status selected on the Funding Application's "For Profit/Non Profit Disclaimer & Attestation" page.

2. If "For Profit" status has been selected, eligibility for grant funding has been confirmed

3. If "For Profit" status prohibits eligibility for grant funding, appropriate action has been take to advise entity of their ineligible status. (1. Create/email a History Log comment advising entity of ineligibility; 2. Follow process to forfeit allocation).

History Log

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	11/19/2024 6:33:50 AM	Kevin Imes	Status changed to 'SEA CTE Postsecondary Federal Perkins Director Approved'.	S
	11/18/2024 5:20:23 PM	Audrey Dieken	Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Approved'.	S
	11/18/2024 5:07:52 PM	Rebekka Bartels	Status changed to 'LEA Authorized Representative Approved'.	S
	11/18/2024 5:07:47 PM	Rebekka Bartels	Status changed to 'LEA Business Manager Approved'.	S
	11/18/2024 5:04:07 PM	John Morgan	Status changed to 'Revision Completed'.	S
	11/18/2024 8:37:17 AM	Audrey Dieken	Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Returned Not Approved'.	S
	11/15/2024 4:20:08 PM	Rebekka Bartels	Status changed to 'LEA Authorized Representative Approved'.	S

11/15/2024 4:20:04 PM	Rebekka Bartels	Status changed to 'LEA Business Manager Approved'.	S
11/15/2024 3:50:01 PM	John Morgan	Status changed to 'Revision Completed'.	S
10/28/2024 1:52:39 PM	John Morgan	Status changed to 'Revision Started'.	S

Allocations			
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Allocations			
	(1)	CTE Postsecondary Fe CFDA: 84.048A	Total
Original		\$274,906.86	\$274,906.86
Incoming Carryover		\$0.00	\$0.00
Outgoing Carryover		\$0.00	\$0.00
Reallocated		\$0.00	\$0.00
Additional		\$0.00	\$0.00
Incoming Interest Carryover		\$0.00	\$0.00
Released		\$0.00	\$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
CR Released		\$0.00	\$0.00
Total		\$274,906.86	\$274,906.86

Funding Disclaimer

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Funding Disclaimer

Funding Disclaimer

The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, or Grantee becomes otherwise ineligible for funding, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.

☒ **Check to acknowledge**

FFATA & GSA Verification	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - FFATA & GSA Verification	
FFATA & GSA Verification	
1. The district/organization has submitted OR will be submitting the annual General Statement of Assurance	☒ * Yes
2. The district/organization understands that if ADE is not updated with the organization's SAM.gov information, including SAM.gov registration expiration, that funding for the organization can be placed on hold.	☒ * Yes
* 3. Please provide a short description of your project in one to two paragraphs: Continue to fund capital needs for programs to lower student to equipment rations, provide CTE training for faculty and staff, specific marketing initiatives by program area, continuation of virtual reality training for career exploration as well as in the classroom, supply needs specific to targeted programs, and other depending on allocation amounts.	

For Profit/Non Profit Disclaimer & Attestation

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - For Profit/Non Profit Disclaimer & Attestation

For Profit/Non Profit Disclaimer & Attestation

By accepting a Grant Award from the Arizona Department of Education, Subrecipient hereby agrees to comply with all applicable local, state, and federal laws, rules and regulations and guidance now in effect or as may be amended during the term of this Grants Award.

Some grant funding may not be available to all entities seeking grant funds and will require entity validation before the funding process can continue.

In order to maintain compliance with local, state and federal laws, entities must identify their For Profit or Non Profit status on the annual General Statement of Assurances (GSA).

The identified status must also be attested to on all funding applications to further qualify eligibility for grant funding review.

* Please select one status from the drop-down menu

Non Profit ▼

If "For Profit" was selected, please contact the program area for this grant before proceeding with the application, as further eligibility consideration may be required.

Subrecipient certifies that the status selected above is valid and that the General Statement of Assurances (GSA) also reflects this status:

☒ * Yes

Program Information / Instruction

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Program Information / Instruction

CTE Federal Perkins Important Dates and Deadlines

- Final Approval of Initial Application (by SEA): July 1, 2024
- Project Start Date: July 1, 2024
- Project End Date: September 30, 2025
- All Reimbursement Requests must be submitted and approved PRIOR to the project end date. Reimbursement Request deadlines will be set, as applicable, based on ADE/ADOA Accounting requirements for fiscal year and/or project end dates

Contact Information:

For questions, please contact the Program Area at (602) 542-5282

For technical assistance with GME, submit a Service Ticket at <https://helpdesk.azed.gov/>

CTE Postsecondary Federal Perkins Contacts

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Contacts

Contact Information

	Name	Email Address	Phone Number
CTE Director Name	* John Morgan	* john.morgan@yc.edu	* 928-717-7721
Business Manager	* Frank D'Angelo	* Frank.D'Angelo@yc.edu	* 928-771-4885
CTE Data Reporter	* Tom Hughes	* tom.hughes.yc.edu	* 928-776-2205

Assurances

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Assurances

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 Strengthening CTE for the 21st Century Act of 2018.

Program Assurances

* The college agrees to the following program assurances:

- ☒ Yes
☐ No

1. Eligible recipients will annually evaluate their Career and Technical Education Programs to assess progress or all students, including special populations, in meeting Arizona's core indicators of performance [§123(b)(1)]. Special populations are defined as "...individuals with disabilities, individuals from economically disadvantaged families, nontraditional students, single parents, out of workforce individuals, English learners, homeless students, youth in foster care or who have aged out and youth with a parent on active military duty.
2. Individual 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 based on their status as member so special populations [§122(c)(2)].
3. 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 determined levels of performance and to prepare them for further learning and high skill, high wage or high demand careers [§122(c)(2)].
4. Eligible recipients will assure provision of a career and technical education program that is of such size, scope and quality to bring about improvement in the quality of career and technical education and provide services and activities that are of sufficient size, scope and quality to be effective [§135(b)].
5. Eligible recipients will assure the provision of career exploration and career development activities through an

organized, systematic framework designed to aid students (including in the middle grades) before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education, career opportunities and programs of study [§135(b)(1)].

6. 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(d)(13)(A) 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(d)(13)(B)].

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 [§211(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. 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 [§113(b)(3)(C)].
2. Eligible recipients will develop an Improvement Plan if at least 90% of the State Determine Level of Performance (SDLP) is not met [§122(b)]. Improvement plans will be submitted through the grant application for review and approval by the assigned Grant Program Specialist.
3. The college 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 grant objectives and the State Determined Levels of Performance.
4. The college 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 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Assurances

* 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 COLLEGE AGREES.

The Community College hereby assures to the Arizona Department of Education that it will comply with the Federal Perkins requirements listed below:

LOCAL PLAN FOR CTE

The community college will conduct a comprehensive local needs assessment related to career and technical education and include the result of the needs assessment in the local application. The comprehensive needs assessment must be completed not less than once every two years [§134(c)(1)(A-B)]. Provide a coherent sequence of instruction in career and technical education programs. Provide a list of all CTE programs and related courses offered in the coherent sequence of instruction to deliver all state designated standards. Please also see Grants Management Resource Library for §134 Local Application for Career and Technical Education Programs.

PERFORMANCE LEVELS

Carry out career and technical education programs to meet state/local adjusted levels of performance [§122(b) and §113(b)]. Develop a means to analyze and review CTE programs, including assessments of how the needs of special populations are being met [§134(b)(5) and §134(b)(9)].

SKILL ATTAINMENT

Provide within the career and technical education programs the skills necessary to pursue careers in high skill, high

wage or in-demand industry sectors or occupations [§135(b)(3)]. Support integration of academic skills into career and technical education programs and programs of study to support participants at the secondary school level in meeting the challenging State academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 and support participants at the postsecondary level in achieving academic skills [§135(b)(4)].

PROGRAM IMPROVEMENT

Each eligible agency shall evaluate, using the local levels of performance described in §134(b)(4), the career and technical education activities being supported through the receipt of funding. The eligible recipient shall develop and implement a program improvement plan that includes an evaluation of the performance disparities or gaps identified under §113(3)(C)(ii)(II) and action that will be taken to address such gaps.

INVOLVE STAKEHOLDERS

In conducting the comprehensive local needs assessment and developing the local application, an eligible recipient shall involve a diverse body of stakeholders [§134(d)].

ACCESS/PROGRESS/SUCCESS FOR SPECIAL POPULATIONS

Eligible recipients will provide activities that prepare special populations for high skill, high wage or in-demand industry sectors or occupations that will lead to self-sufficiency, prepare participants for nontraditional fields, provide equal access for special populations to career and technical education and ensure that members will not be discriminated against on the basis of their status as members of special populations [§134(b)(5)]. Special populations include all of the following: individuals with disabilities, individuals from economically disadvantaged families, individuals preparing for nontraditional fields, single parents, out-of-workforce individuals, English learners, homeless individuals, youth in foster care or who have aged out of foster care and students with active duty military parent(s) [§135(b)(5)].

NONTRADITIONAL TRAINING

Eligible recipients will prepare career and technical education participants for nontraditional fields of work. Nontraditional fields are occupations or fields of work for which individuals from one gender comprise less than 25% of the workforce population [§135(b)(5)(B)].

PROFESSIONAL DEVELOPMENT

Eligible recipients will provide professional development related to the provision of career and technical education services for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors or paraprofessionals [§135(b)(2)].

ARTICULATION

Plan and carry out elements that support the implementation of career and technical education programs and programs of study that result in increasing student achievement [§134(b)(5)].

CAREER GUIDANCE

Provide career exploration and career development activities through an organized systematic framework designed to aid students, including the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§134(b)(1)].

FACULTY RECRUITMENT AND RETENTION

Eligible recipients will coordinate with institutions of higher education to support the recruitment, preparation, retention and training, including professional development, of teachers, faculty, administrators, specialized instructional support personnel and paraprofessionals who meet applicable State certification and licensure requirements, including individuals from groups underrepresented in the teaching profession [§134(b)(8)].

Desk Monitoring - Fiscal Assurances

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Assurances

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 Strengthening Career and Technical Education for the 21st Century Act.

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(d)(13)(A)].

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

*

03/21/2024



*

Arizona Auditor General

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

N/A

* 3. Are you requesting a monitoring/technical assistance visit in support 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(d)(13)(B)].

* 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.

* 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.

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.

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.

* 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.

* 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.

* 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.

* 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.

* 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.

* 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.

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 [§211(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.

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

☐ Yes

☒ No

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

* 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.

TIME & EFFORT:

Charges to the Federal Perkins award for salaries and wages must be based on records that accurately reflect the work performed [2 CFR 200.430(i)].

* 1. Are charges to the Federal Perkins award for salaries and wages supported by a system of internal controls that

provide reasonable assurance charges are accurate, allowable and properly allocated?

☒ Yes

☐ No

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

* 3. Do the records for salary and wage charges to the Federal Perkins award comply with the established accounting policies and practices of the college?

☒ Yes

☐ No

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

* 5. Are charges to the Federal Perkins award for salaries and wages incorporated into the official records of the college?

☒ Yes

☐ No

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

* 7. Do the records for salary and wage charges reasonably reflect the total activity (both federally assisted and all other activities) for which an employee is compensated (not to exceed 100%)?

☒ Yes

☐ No

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

* 9. Do the records for salary and wage charges support the distribution of an employee's salary or wages among specific activities or cost objectives?

☒ Yes

☐ No

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

Procurement Standards

* 1. The recipient is in compliance with the revised procurement standards as outlined in the Uniform Grant Guidance [§200.317 through §200.326]?

☒ Yes

☐ No

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

Budget**Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - 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	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

Budget By Function Codes

Object Code	Total
4100 - CC - Salaries - Instructional	\$10,000.00
4150 - CC - Salaries - Non-Instructional	\$0.00
4200 - CC - Employee - Benefits	\$2,000.00
4250 - CC - Travel	\$59,176.86
4300 - CC - Supplies and Materials	\$69,354.00
4400 - CC - Purchased Services / Consultant Fees	\$114,376.00

4500 - CC - Tuition	\$0.00
4600 - CC - Printing and Reproduction	\$10,000.00
4700 - CC - Utilities and Communications	\$0.00
4800 - CC - Other Expenses	\$10,000.00
4900 - CC - Capital Outlay	\$0.00
9999 - CC - Indirect Costs	\$0.00
Total	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4100 - CC - Salaries - Instructional - \$10,000.00 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Stipends for new faculty to participate in teacher education program prior to the start of the semester, as well as teacher educators stipend to teach training classes for CTE instructors 8 hours for instructor prep and delivery at \$30 per hour (\$240), and 16 hours of training for new adjuncts/faculty at \$30 per hour (\$560). As

follows:

14 @ \$560 for trainees = \$7,840
9 trainers @ \$240 each = \$2,160

Total for 4100 - CC - Salaries - Instructional	\$10,000.00
Total for all other Object Codes	\$264,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4200 - CC - Employee - Benefits - \$2,000.00 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4200 - CC - Employee - Benefits	0000 - Other ▼		1.00	\$2,000.00	\$2,000.00

Narrative Description

Benefits paid as part of stipends for instructors to attend teacher educator training @ 20% of \$10,000 equals \$2,000 benefits for 14 trainees and 8 trainers.

Total for 4200 - CC - Employee - Benefits	\$2,000.00
Total for all other Object Codes	\$272,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4250 - CC - Travel - \$59,176.86 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$10,000.86	\$10,000.86

Narrative Description

Send 2 individuals including faculty and Directors to National Association of EMS Educators Symposium, ACERT Conference, ODEN Conference, and ACEN Conference for training in various areas including nursing, EMS, and Radiology. Includes flights, lodging, mileage, and registration fees.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		2.00	\$1,250.00	\$2,500.00
Narrative Description					
Send CTSO Advisors to FBLA National Conference for Business Department. Includes flights, lodging, mileage, meals, and registration fees.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		20.00	\$1,500.00	\$30,000.00
Narrative Description					
Send up to 20 individuals including faculty, staff and admin to ACTEAz summer conference in Tucson for training with secondary schools pertaining to CTE issues. Includes lodging, mileage, meals, workshops, and registration fees in Tucson.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		4.00	\$3,169.00	\$12,676.00
Narrative Description					

Send up to 4 individuals to AACC Workforce Development conference to learn about emerging CTE programs as well as other workshops pertaining to developing the workforce. Includes flights, meals lodging and registration fees to San Diego.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$4,000.00	\$4,000.00

Narrative Description

Send up to 7 individuals to the NAEYC conference for Early Childhood Educators in California. Includes rental car, meals, lodging, and registration fees.

Total for 4250 - CC - Travel	\$59,176.86
Total for all other Object Codes	\$215,730.00
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

4300 - CC - Supplies and Materials - \$69,354.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$13,000.00	\$13,000.00

Narrative Description

Kitchen supplies for culinary including knives, cutting boards, storage racks, food processors, water softener, and other consumable supplies.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$15,000.00	\$15,000.00
Narrative Description					
Micropropagation equipment for Agriscience plant tissue culture training in the biotech portion of Agribusiness including glassware (test tubes, augers, beakers), portable table top purification hoods, petri dishes, digital scales, oxins, hormones, scalpels, forceps, sterilizing material, centrifuge.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00
Narrative Description					
New supplies for Autobody program to upgrade skills attained under new instructor including various bodywork tools, sandpaper, Bondo, paint, dent pins, powder coating, tape, plastic wrap.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$1,500.00	\$1,500.00
Narrative Description					

Supplies for new Early Childhood FEC art lab including smocks, watercolors, canvasses, pipettes, wraps, tables, chairs.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		10.00	\$2,985.40	\$29,854.00

Narrative Description

Turnout gear for fire academy including boots, flash hoods, jackets, helmets, and pants. 10 sets at \$2985.40 per set.

Total for 4300 - CC - Supplies and Materials	\$69,354.00
Total for all other Object Codes	\$205,552.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

4400 - CC - Purchased Services / Consultant Fees - \$114,376.00 ▼

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	\$16,000.00	\$16,000.00

Narrative Description

Purchase of radio advertising and social media for critically needed CTE programs based on high wage, high demand, and attracting non-trad students. .

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	\$15,000.00	\$15,000.00
Narrative Description					
Purchase of site licenses for Aviation simulator to enhance flight program with 3D flight simulation and to use to meet FAA flight hours instead of expensive aircraft hours.					
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	\$83,376.00	\$83,376.00
Narrative Description					
Rentals of Virtual reality headsets for use in early college career exploration as well as to enhance CTE courses through the use of VR for specific lessons including safety and other program specific applications.					
Total for 4400 - CC - Purchased Services / Consultant Fees					\$114,376.00
Total for all other Object Codes					\$160,530.86
Total for all Object Codes					\$274,906.86
Adjusted Allocation					\$274,906.86

\$0.00

Remaining

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4600 - CC - Printing and Reproduction - \$10,000.00 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4600 - CC - Printing and Reproduction	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Produce informational Viewbooks pertaining to programs in Allied Health and CTE for distribution during various CTE recruiting events. Viewbooks list industry wages, explanations of the industry, and all of the programs available for students, promotion to non-trad students.

Total for 4600 - CC - Printing and Reproduction	\$10,000.00
Total for all other Object Codes	\$264,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4800 - CC - Other Expenses - \$10,000.00 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4800 - CC - Other Expenses	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Vouchers for Technical Skills Assessment 3rd party or licensure examinations for students who meet the criteria as economically disadvantaged.

Total for 4800 - CC - Other Expenses	\$10,000.00
Total for all other Object Codes	\$264,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Overview**Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins**

Object Code	Function Code	0000 - Other	Total
4100 - CC - Salaries - Instructional		10,000.00	10,000.00
4200 - CC - Employee - Benefits		2,000.00	2,000.00
4250 - CC - Travel		59,176.86	59,176.86
4300 - CC - Supplies and Materials		69,354.00	69,354.00
4400 - CC - Purchased Services / Consultant Fees		114,376.00	114,376.00
4600 - CC - Printing and Reproduction		10,000.00	10,000.00
4800 - CC - Other Expenses		10,000.00	10,000.00
Total		274,906.86	274,906.86
		Adjusted Allocation	274,906.86
		Remaining	0.00

Budget Overview Plus/Minus

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4100 - CC - Salaries - Instructional		10,000.00 +\$10,000.00	10,000.00 +\$10,000.00
4200 - CC - Employee - Benefits		2,000.00 +\$2,000.00	2,000.00 +\$2,000.00
4250 - CC - Travel		59,176.86 +\$30,176.86	59,176.86 +\$30,176.86
4300 - CC - Supplies and Materials		69,354.00 +\$16,456.61	69,354.00 +\$16,456.61
4400 - CC - Purchased Services / Consultant Fees		114,376.00 +\$21,000.00	114,376.00 +\$21,000.00
4600 - CC - Printing and Reproduction		10,000.00	10,000.00
4800 - CC - Other Expenses		10,000.00	10,000.00
Total		274,906.86 +\$79,633.47	274,906.86 +\$79,633.47
		Adjusted Allocation	274,906.86

0.00

Remaining

Postsecondary Occupational Programs

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

List all of the occupational program(s) in alphabetical order, by college, which will be assisted with Perkins funds.

Program Title	Location	CIP Code
* Allied Health	* Prescott, Verde, Prescott Valley	* 51.0000
* Fire Science	* Prescott, Verde	* 43.0203
* Culinary	* Prescott, Sedona	* 12.0500
* Agriscience	* Chino Valley	* 01.0000
* EMS	* Prescott, Verde	* 51.0904
* Early Childhood Education	* Prescott	* 13.1210
* Air Transportation	* Prescott	* 36.0202
* Business Management	* Prescott	* 52.0201
* Automotive Collision Repair	* Prescott	* 47.0603

Evaluation & Accountability

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Evaluation & Accountability

Each entity receiving funding shall develop and implement evaluations of the activities carried out with Perkins funds, including evaluations necessary to complete the comprehensive local needs assessment and provide required local data to ADE [§135(b)(6)].

As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis for evaluation and accountability criterion. Please include all the major areas of focus resulting from your review which will be addressed during this grant period.

* Please indicate the completion date of the most recent Local Needs Assessment.

04/26/2024 

* As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis. Please include all the major areas of focus resulting from your review which will be addressed during this grant period. Results must also include identification of program access gaps or gaps in performance for special populations students.

YC will continue to work on virtual reality, with particular emphasis and career exploration for early college and prospective college students in order to guide them into making decisions based on whether the industry will be suitable for their likes. We will also continue to capitalize certain programs with equipment to maintain low student to equipment ratios, ensuring a rigorous hands on experience. YC will also produce non-trad recruiting materials through the viewbooks created for CTE and Allied Health Divisions. Monies will also be utilized to provide training to faculty, including the bootcamp for new adjuncts and full-time faculty, as well as various other trainings throughout the year including the AzCTE summer conference, AACC Workforce Development conference, and other Allied Health trainings to be determined.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will implement an evaluation of the activities carried out with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-

Oriented and Timely.

By September 30th, 2024, train new CTE adjunct and full time faculty on classroom teaching techniques, lab sheet and rubric development, use of virtual reality in the classroom, syllabus development, lab safety, course calendar development, and use of the CANVAS LMS platform.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

With continued teacher turnover, it is imperative to provide basic instruction training since most come from industry and do not have teaching backgrounds. It is also important that they learn to use and understand virtual reality in the classroom which is a key college initiative.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, purchase all capital equipment for identified programs as evidenced by receipts of purchase and placement of said equipment into the accompanying laboratories.

2) Provide a justification for your choice of objective and how it will address your identified need.

YC desires to continue to keep low student to equipment ratios in order to ensure appropriate hands-on training with plenty of time on task for students to become competent with a skill.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Career Exploration/Career Development

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Career Exploration/Career Development Activities

Each entity receiving funding shall provide career exploration and career development activities through an organized, systematic framework designed to aid students, including in the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§135(b)(1)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the career exploration and/or career development activities you will engage in this year in order to aid students in making informed plans/decisions regarding future education, career opportunities and programs of study.

YC will continue to invest through Perkins on virtual career exploration which is proving to be popular for students in both the early college and adult realm. With access to over 92 careers through the VR headsets, students are able to try an activity in a career of their choice through a virtual world.

Measurable Objective One (Required)

* 1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 1st, 2024, rent virtual reality goggle from Transfr for student utilization of career exploration in making decisions on what program is an appropriate fit for them as evidenced by headsets rented and the accompanying receipts.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Selecting a CTE career is a challenging issue for students, especially those who are in the Early College program. Being able to explore career in the virtual work can be helpful to students who are uncertain. The number of careers within the headsets has double from 48 to 92 in the last year, giving students many options to try something in. Using VR has proven to be a very real way for students to get a feel for what a task might be on the job that they are considering.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By March 1st, 2025, YC will host the annual CTE Day for over 400 high school students, exposing them to 26 YC CTE programs in preparation for registration through the two local CTEDs including MICTED and VACTE as evidenced by registrations for the event.

2) Provide a justification for your choice of objective and how it will address your identified need.

This annual event is a precursor for early college students registering for concurrent enrollment classes. Students get to meet with faculty and see the labs that they will be working in as part of the program they select.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Professional Development

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Professional Development

Each entity receiving Perkins funding will provide career and technical education professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals [§135(b)(2)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the professional development activities you will provide or support this year for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals. Please provide a detailed summary of CLNA analysis for professional development criterion. YC will continue to offer the new faculty boot camp, as well as send a variety of CTE instructors, Admin, and Staff to the AzCTE Conference, AACCC Workforce Development Conference, and various trainings faculty need to maintain specific licensure needed to teach in various programs.

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how specifically you will provide or support professional development opportunities focused on embedding professional skills and academic content into career and technical education programs/courses.

YC will host a 4 day teaching bootcamp for new adjunct and full-time CTE faculty, as well as send CTE faculty to a variety of trainings specific to their areas. WE will also send staff to the annual AACCC Workforce Development Conference where they will learn about new programs and up and coming CTE careers in the United States.

Measurable Objective One (Required)

* 1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By July 1, 2025, register up to 25 faculty, staff, and administrators to attend the ACTEAz conference in Tucson where they will receive premier training in a variety of CTE areas as evidenced by registrations.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is critical to the success of the relationships between our secondary partners, and to receive training in many areas for faculty, staff, and admins. YC desires to keep strong partnerships in both dual and concurrent enrollment for early college students, and this conference allows YC to work with the secondary peers on a variety of fronts.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By February 15th, 2025, send up to 4 individuals to the annual AACC Workforce Development Conference as evidenced by conference registration.

2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is the premier conference for postsecondary CTE, and provides individuals with working knowledge of emerging technologies as well as information on the successes of other collegiate CTE programs from around the country.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By September 30th, 2025, YC will send faculty and directors from Allied Health, EMS and nursing to conferences including the National Association of EMS Educators Symposium,

2) Provide a justification for your choice of objective and how it will address your identified need.

These conferences provide training to keep faculty and directors current in their roles, and also tie into accreditation of these programs with hours committed to annual training.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Skill Development

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Skill Development

Each entity receiving Perkins shall provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations [§135(b)(3)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide an explanation of how the career and technical education programs offered to students will ensure they have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations. Please provide a detailed summary of CLNA analysis for skill development criterion.

YC saw much improved 3rd party testing scores this year, and we want to continue to keep that momentum going. YC desires to use a portion of the Perkins funding to pay for non-trad students who cannot afford the fees for 3rd party testing which is allowable under Perkins rules. These students would be identified based on financial aid qualifications. YC also will continue to work on lowering student to equipment ratios in order to help skill mastery. YC holds advisory board meetings, and all capital items must be voted on and approved by boards so that they can be placed into the budget planning process which include Perkins funding. YC has new metrics to follow when it comes to programs leading to a living wage.

* Please provide a description of steps you will take to inform/recruit all students including special population students into career and technical education programs (special population students include all of the following categories: individuals with disabilities, from economically disadvantaged families, nontraditional students, single parents, out-of-workforce individuals, English learners, homeless students as defined by McKinney-Vento Homeless Assistance Act, youth who are in or aged out of foster care and youth with military parents on active duty) [-134(b)(2)]. YC holds CTE parent nights, where parents and prospective students are introduced to faculty, staff, and the labs that classes are held in. During these events, students get to find out what the program is all about, and the expectations of being in the program. YC also hosts 5 CTE open houses for anyone to come to, and try something that is done in the program. Through marketing and print material, YC targets non-trads in various programs, with gender non-trads

being the largest group targeted. YC also will host CTE Day for secondary students followed by early college registration in conjunction with the local CTEDs.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, YC will purchase and implement the use of capital equipment as listed in the capital expenditure pages in order to continue to ensure that students get adequate hands-on time using the most current equipment as evidenced by receipts from purchase.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Scores have gone up on 3rd party testing, and YC desires to continue the momentum we see in this area by continuing to purchase the needed equipment that helps make students competent.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By October 30th, 2025, make funding available to low-income non-trad students to help offset the costs of third party testing and licensure fees.

2) Provide a justification for your choice of objective and how it will address your identified need.

More students have indicated that they can't always pay for third party testing and licensure. This initiative is important to ensure that all students who desire the certifications and licensures have the means to do so.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

- 1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.
- 2) Provide a justification for your choice of objective and how it will address your identified need.
- 3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Academic Integration	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins	
Academic Integration	Each entity receiving Perkins funding shall support the integration of academic skills into career and technical education programs/programs of study to support students in meeting the challenging State secondary academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 or as participants at the postsecondary level in achieving academic skills [§135(b)(4)]. * Based on the results of your Local Needs Assessment (or review of progress in the off year) how will you improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure that learning in the subjects constitutes a well-rounded education [-134(b)(4)]. Please provide a detailed summary of CLNA analysis for academic integration criterion. Academic integration is a required element at YC with three areas needing to be measured within CTE programs. These include communication, social responsibility, and critical thinking. An instructor can incorporate these into an identified class or classes as part of the degree or certificate earned. YC calls these areas "ILO's", or Institutional Learning Outcomes. HLC criteria determine the need for YC to do this. YC will also continue the "Math in Auto" initiative which has added key math components to the introductory auto classes. This has proven to be invaluable and helps get the math skills done very early on in the program so that they can be applied the rest of the way.
Measurable Objective One (Required)	* 1) Provide a measurable objective describing how you will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely. By October 30th, 2025, YC faculty will have implemented assessment in their CTE programs pertaining to communication, social responsibility, and critical thinking. * 2) Provide a justification for your choice of objective and how it will address your identified need. This is a required institutional metric and part of our HLC accreditation.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Increase Student Achievement

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Increase Student Achievement

Each entity receiving Perkins funding will plan and carry out elements that support the implementation of career and technical education programs/programs of study that result in increased student achievement [§135(b)(5)(A-T)]. A program/program of study is a coordinated, nonduplicative sequencing standards, addresses both academic and technical secondary and postsecondary level that incorporates challenging standards, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how you will utilize Perkins funds to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.

With more students taking and passing 3rd party accreditations, YC desires to continue using funding to help students who cannot afford to pay for 3rd party students. These non-trad students would be those who qualify based on financial need.

* Provide a description of how you will ensure that members of special populations are not discriminated against based on their status as members of special populations [§134(b)(5)].

We encourage students to declare for ADA accommodations. We cannot force them to, but all students are made aware of the services. We also have 5 hours per week that students can go to lab based classes and work in the labs to catch up on any work that they did not complete during the regular time frames for classes. These labs are supervised by our full-time instructors, and have led to higher passing rates and increased program completion. YC is currently ranked 1st in the state for program completion and 2nd for third party licensure and certification. Students also have access to the Learning Center for tutoring, plus regular office hours held by faculty for additional help.

* If available, how will students participating in career and technical education programs be offered the opportunity to gain postsecondary credit while still attending high school, such as dual or concurrent enrollment programs [§135(b)(7)]?

YC has IGA's with every high school in Yavapai County for dual enrollment in CTE provided they have qualified CTE programs as evidenced by board approved IGA's. 2,600 Yavapai County secondary students participate in early

college programs at YC in both CTE and Gen Ed courses. These are either through concurrent or dual enrollment arrangements. Many students graduate with a college certificate or degree at the same time they graduate from high school.

* How will you go about supporting career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential [§135(b)(5)(F)]?

We offer industry certifications or licensure in our CTE programs, but by law we cannot force students to take the tests at the post-secondary level. We do encourage them to do so, and provide funding through the Perkins grant to help offset costs of the tests for low income students. The local CTEDs that we partner in do require third party testing, so we test all of our secondary students who are in CTE programs, and the passing rates are very good.

Measurable Objective One (Required)

* 1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART By June 30th 2025, offer voucher assistance to students who are low income in order for them to take 3rd party licensure and certification as evidenced by applications and fees awarded.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This measure will offer students an incentive to take the 3rd party licensure and certification tests that they cannot afford due to low income status identified through the FAFSA application process.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant

period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

State Determined Levels of Performance (SDLP)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

State Determined Levels of Performance (SDLP)

The following table illustrates the State Determined Levels of Performance (SDLP) as established for each Perkins performance measure. This section of the grant application will be populated once data is available during the funding year and will be directly uploaded into the grant application by ADE-CTE. Grant recipients will not be able to enter or modify this section of the grant application. Grant recipients must at least meet 90% of the established SDLP each year. If 90% of the STLP is not met for a measure, the funding recipient must create a Performance Measure Improvement Plan (see next section of the grant application).

All Performance Measure Improvement Plans are due no later than January 15th.

	1P1			2P1			3P1		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
SDLP									
90% of SDLP									

Performance Measures Improvement Plan(s)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Eligible recipients will complete a separate Performance Measures Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance (SDLP). Recipients must use this form for performance measures not met for at least one but not more than two consecutive years. Recipients must identify and address any disparities or gaps in performance among population subgroups as a part of their improvement plan(s) [§134(b)(9)]. If you have not met a CTE performance measure for three consecutive years or more, please contact your Grant Program Specialist for further instructions/assistance. Due: January 15th

Performance Measure Improvement Plan #1:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Two (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Three (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	

8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #2:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #3:

1 Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).

2 District Level of Performance Achieved

3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective: 

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #4:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #5:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #6:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #7:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #8:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Capital Outlay Worksheet

Navajal College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

Subtotals by Object Code

Object Code	Subtotal
6731	\$ 0.00
6732	\$ 0.00
6733	\$ 0.00
6734	\$ 0.00
6735	\$ 0.00
6736	\$ 0.00
6737	\$ 0.00
6738	\$ 0.00
6739	\$ 0.00
0190	\$ 0.00
4900	\$ 0.00
Total	\$ 0.00

Capital Outlay Worksheet

*** The CTE Program Name MUST be entered in the "Purpose" box for each item of equipment listed***

School Name	CTE Program	Quantity	Cost per Unit	Tax, Shipping & Handling	Object Code	Item Description	Purpose	Total
			\$	\$	Please select...			\$ 0.00
							Grand Total	\$ 0.00

USFR for Arizona School Districts (6731-6739)

Expenditures for initial, additional, and replacement equipment in the categories below. Also, include the present value amount of capital leases of equipment in the year of acquisition. Periodic lease payments should be coded to expenditure object codes 6832 and 6842. Equipment should be classified in the applicable detailed object codes below and cannot be paid for from the M&O Fund.

EXPENDITURE OBJECT CODES

Cost Less than \$5,000*	Cost \$5,000 or More*	Equipment Categories
6731 and/or 6732	6733	Furniture and Equipment (see examples below)
6734 and/or 6735	6736	Vehicles (Buses, cars, trucks, vans, etc.)
6737 and/or 6738	6739	Technology-related Hardware and Software (see examples below)

* Arizona school districts do not use a dollar threshold for determining whether an item is equipment or a supply. The detailed equipment classifications above allow correct coding of equipment in accordance with Arizona requirements and separate identification of lower cost items for federal grant reporting, including indirect cost reporting.

An item should be coded as equipment if it is included in the examples below or if it meets all three equipment criteria below the tables. Items listed as equipment examples below should not be evaluated using the equipment criteria. The examples are provided to ensure consistent treatment by all districts. Also, the examples include certain items that are exceptions to the equipment criteria, such as component parts.

Furniture and Equipment Examples (Object codes 6731-6739)

Athletic Equipment

- Blocking sleds
- Chalk line dispensers
- Fitness machines
- Goal posts (movable)
- Helmets/Pads
- Hurdles
- Mats
- Nets (Tennis/Volleyball)
- Tackling dummies
- Weights

Other Equipment*

Furniture/Furnishings

- Bookcases
- Chairs
- Desks
- Filing cabinets
- Large area rugs
- Tables
- Component Parts
 - A/C compressors
 - Automotive engines
 - Automotive transmissions

Fixtures

- Bleachers (indoor)
- Ceiling fans
- Chalkboards/Whiteboards
- Drinking fountains
- Hot water heaters
- HVAC units
- Light fixtures
- Sinks
- Toilets
- Wall mirrors

• Appliances (kitchen) • Battery chargers • Copiers (off-network) • Key cutters • Leaf blowers • Paint sprayers • Sewing machines • TVs • Washers/Dryers • Items may be coded to Technology-related Hardware and Software if connected to a computer network.	• Auto Diagnostic machines • Cameras (photo & video) • DVD/Blu-ray players • Kilns • Microwaves • Power tools • SPED assistance equipment • Two-way radios • Welders	• Bar code scanners • Cash registers • Floor jacks • Laminators • Musical Instruments • Satellite dishes • Telephones • Vacuums
Technology-related Hardware & Software Examples (Object codes 6737-6739) • Computers (tablets, laptops, etc.) • Computer monitors • Copiers (on-network)	• Network equipment • Projectors • Printers	• Scanners • Smart Boards • Software (Non-instructional)
Equipment Criteria If an item is not included in the examples above, it should be coded as equipment if it meets ALL of the following: 1. Typically has a useful life of at least one year. 2. Typically repaired rather than replaced when worn or damaged. 3. An independent unit that retains its original shape, appearance, and character with use and does lose its identity through fabrication or incorporation into a different or more complex unit or substance.		
DISCLAIMER FOR CHARTER SCHOOLS All capital items with a unit cost of \$5000 or greater MUST be coded as 0190 in your budget and included on this Capital Outlay Worksheet. All capital items with a unit cost less than \$5000 MUST NOT be coded as 0180 in your budget and MUST NOT be included on this Capital Outlay Worksheet.		

Related Documents

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins

ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document **does not** include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.

Optional Documents

Type	Document Template	Document/Link
CTE Comprehensive Local Needs Assessment	 <u>Comprehensive Local Needs Assessment</u>	 <u>CLNA with corrected date</u>
Directed Improvement Plan	 <u>Directed Improvement Plan</u>	
Job Description (LEAs own document)	N/A	
Purchased Services Contracts (LEAs own documents)	N/A	
Other	N/A	 <u>YC Strategic Plan</u>  <u>GEPA Form</u>

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Substantially Approved Dates

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Substantial Approval Guidance

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - Substantially Approved Dates

Substantial Approval Guidance

- **What is the difference between substantial approval and SEA Director Approval?**

Substantial approval means there is a submitted funding application with a reasonable attempt at a budget and that there is a General Statement of Assurances (GSA) in "SEA General Statement of Assurance Accepted" status. This is affirmation that an LEA intends to accept monies from a particular funding source and agrees to abide by all assurances in the GSA.

SEA Director Approval, on the other hand, is confirmation that the grant program area has provided final director approval to the funding application submitted, and via this director approval the LEA understands that grant expenditures must meet all applicable rules and requirements of the funding source. SEA Director Approval status also enables the LEA to submit GME Reimbursement Requests during the applicable project period.

- **What is the earliest date for substantial approval?**

The grant's project start date is the earliest substantial approval date. For instance, July 1st is the project start date for many federal and state grants and thus July 1st would be the earliest substantial approval date.

Applications submitted in a substantially approvable state *prior* to or on a grants project start date will receive the project start date as the substantial approval date.

- **What if my funding application isn't substantially approved by the grant's project start date?**

It is important to remember that the substantially approved date is the **obligation date** tied to the date your funding application is submitted in a substantially approvable state. This means that once your grant project receives SEA Director approval, you may submit Reimbursement Requests in GME. Expenditures can then be reimbursed from the date the funding application was substantially approved.

A substantially approved date of August 15th, for example, would prevent an LEA from being reimbursed for any expenditures which happened between July 1st and up to the August 15th substantial approval date.

• Can my LEA just submit a request for pre-award costs to allow for missing a timely substantial approval date?

The ADE no longer has the authority to approve pre-award costs per the US Department of Education CFR200.458.

CTE Postsecondary Federal Perkins Checklist

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 1 - CTE Postsecondary Federal Perkins Checklist

This checklist is a means of communication between the ADE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, the ADE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application approval process will continue.
- If the application contains items that are marked as Needs Attention, the application cannot be approved and will be returned to the LEA for edits. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where the ADE may provide notes to explain items needing attention. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application. If the ADE determines that the item has been corrected, Attention Needed will be changed to OK by the ADE Reviewer. If the items needing attention still have not been corrected, the application will be returned again to the LEA with a status of Not Approved.
- Applications that contain no items that are marked Attention Needed can be moved forward through the approval process.

Checklist Description (Collapse All Expand All)

☐	1. General Statement of Assurance (GSA) has been submitted	OK	Audrey Dieken	11/18/2024 5:20:17 PM
	1. GSA location to review submission status: GME Main Menu > Entity Information > General Statement of Assurances link			
	2. If no, contact Grants Management through history log and select No from dropdown of checklist			
☐	2. FFATA & GSA Verification page has been completed	OK	Audrey Dieken	11/18/2024 5:20:17 PM
	1. Description is included			
	2. All LEA information has been submitted			
☐	3. Reviewed LEA for outstanding Issues	OK	Audrey Dieken	11/18/2024 5:20:17 PM
	1. Outstanding Completion Report (s)			
	2. Outstanding Refund (s)			
	3. Programmatic Holds (s)			
☐	4. Reviewed for High Risk Status	OK	Audrey Dieken	11/18/2024 5:20:17 PM
	1. Is this LEA under a high risk status			
	2. Program area may need to apply additional monitoring			
☐	5. Capital Outlay Worksheet page has been reviewed	OK	Audrey Dieken	11/18/2024 5:20:17 PM
	1. Capital Outlay Worksheet line items are corroborated in Budget Detail line items			
☐	6. General Statements	OK	Audrey Dieken	11/18/2024 5:20:17 PM
	1. College agrees to Program Assurances, Fiscal Assurances, and Accountability Assurances.			
	2. College agrees to carry out Federal Perkins Requirements.			
	3. College satisfactorily completes the Desk Monitoring- Fiscal Assurances section.			

7. Budget

OK

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5:20:17 PM

1. All expenditures must support one or more objectives.
2. The total allocation must be budgeted.
3. All expenditures are listed in the appropriate budget codes.
4. Salaries must be listed in object code 4100 or 4150. If positions involve face-to-face with students, use object code 4100; if positions are support use object code 4150. Narrative includes job title and FTE. (i.e., Instructional Aide-Culinary, .5 FTE) If new position, include "new". Job description must be uploaded into Related Documents section for each position.
5. Benefits must be listed in object code 4200.
6. Stipends indicate extra duty or extended contract pay. Narrative must include #hours X \$/hour X #people=total stipend. Narrative must include activities to be performed.
7. Supplies includes only program-specific instructional consumable supplies and not any general supplies. Instructional supplies must include a general list of supplies with dollar amount and program area in the narrative to be considered for approval. Include site if applicable. Instructional software must list specific software, dollar amount and program.
8. Equipment Supplies under \$5,000 (Object Codes 6731, 6732, 6734, 6735, 6737 and 6738) and Capital Equipment (Object Codes 6733, 6736 and 6739) must be included on the Capital Outlay Worksheet and include CTE Program Name, School Name, Quantity, Cost Per Unit, Tax/Shipping/Handling, Object Code and an Item Description.
9. The Federal Perkins Grant may not exceed the 5% cap for administrative costs (which includes Indirect + Support Services Administration expenditures). This is not automatically tallied by the grant and must be determined manually. The application may not be approved if this is exceeded.
10. NOTE: For professional development and training activities, supporting documentation for registration and travel should be available upon request.

8. Assurances

OK

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5:20:17 PM

1. Confirm that each assurance area has been check "Yes" by the college and no response is left blank.

9. Federal Perkins Requirements

OK

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5:20:17 PM

1. College affirms that they will carry out all requirements by indicating "Yes" in the check box.

10. Desk Monitoring- Fiscal Assurances

OK

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1. Financial Audit- The date of the most recent annual audit must be entered along with the name of the entity completing the audit.
2. Financial Audit- All audit findings related to the Federal Perkins Grant funds must be described. If none, indicate N/A.
3. Fiscal Monitoring- "Yes" or "No" should be checked indicating whether or not the college is requesting a monitoring/technical assistance for their Federal Perkins Grant.
4. Financial Benefit- All questions should be answered with a "No" otherwise a correction action plan must be added to the comment box.
5. Entertainment Costs- All questions should be answered with a "No" otherwise a corrective action plan must be added to the comment box.
6. Capital Equipment Inventory- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.
7. Supplement Not Supplant- College should answer "Yes" or "No" for each question in this section. If "Yes" is indicated, an explanation must be provided by the college. The Grant Program Specialist

must inquire further for any affirmative answer to determine whether or not supplanting has occurred.

8. Time & Effort- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.

11. Postsecondary Occupational Programs

OK

Audrey
Dieken

11/18/2024
5:20:17 PM

1. College lists all programs that will be provided this year and supported with Federal Perkins funds.

2. List is by location, program title and CIP code.

12. Evaluation & Accountability

OK

Audrey
Dieken

11/18/2024
5:20:17 PM

1. Recipient has provided the date of the most recent Local Needs Assessment and has uploaded a copy into the Related Documents area of the grant.

2. Recipient has provided a summary of the results of their analysis from the Local Needs Assessment (or progress analysis in the off year) and has included all major areas of focus to be addressed this year.

3. Recipient has provided a measurable objective (SMART) describing how they will implement an evaluation of the activities carried out by Perkins funds this year.

4. Recipient has provided a justification for their choice of objective and how it will address the identified need.

5. Progress Summary not due until June 30th.

6. Repeat review of objectives if additional were submitted.

13. Career Exploration/Career Development Activities

OK

Audrey
Dieken

11/18/2024
5:20:17 PM

1. Recipient has provided a description of the career exploration and/or career development activities they will provide so that students can make informed choices regarding future education, career opportunities and programs of study.

2. Recipient has provided a measurable objective (SMART) related to the provision of career exploration and/or career development activities carried out by Perkins funds this year.

3. Recipient has provided a justification for their choice of objective and how it will address the identified need.

4. Progress Summary not due until June 30th.

5. Repeat review of objectives if additional were submitted.

14. Professional Development

OK

Audrey
Dieken

11/18/2024
5:20:17 PM

1. Based on the results of the Local Needs Assessment (or summary of progress in the off year), the recipient provided a description of the professional development activities to be provided or supported this year.

2. The recipient provided a description of how specifically they will provide or support professional development activities focused on embedding professional skills and academic content into career and technical education programs/courses.

3. A measurable objective (SMART) was provided regarding how the entity will provide/support career and technical education professional development with Perkins funding.

4. Recipient has provided a justification for their choice of objective and how it will address the identified need.

5. Progress Summary not due until June 30th.

6. Repeat review of objectives if additional were submitted.

15. Skill Development

OK

Audrey

11/18/2024

1. Recipient provided an explanation of how the career and technical education programs offered ensure that students have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations.
2. A description of how the results of the Local Needs Assessment (or progress summary in the off year) supports the choice of programs/programs study being offered was provided (as listed in the Postsecondary Occupational Programs section of the grant). An analysis was provided to support their choice of programs.
3. A description was provided indicating how all students will learn about their career and technical education offerings.
4. The recipient provided a description of the extra steps to be taken to inform/recruit special population students into career and technical education programs.
5. A description was provided regarding how the recipient will coordinate with local workforce development boards, local workforce agencies, one-stop delivery systems and other partners in their community.
6. A measurable objective (SMART) was provided regarding how the recipient will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students.
7. Recipient has provided a justification for their choice of objective and how it will address the identified need.
8. Progress Summary not due until June 30th.
9. Repeat review of objectives if additional were submitted.

16. Academic Integration

OK ▼

Audrey Dieken 11/18/2024 5:20:17 PM

1. Based on the results of the Local Needs Assessment, the recipient provided an explanation of how they will improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure learning in the subjects constitutes a well-rounded education.
2. A measurable objective (SMART) was provided regarding how the recipient will support the integration of academic skills into career and technical education programs/programs of study this year.
3. Recipient has provided a justification for their choice of objective and how it will address the identified need.
4. Progress Summary not due until June 30th.
5. Repeat review of objectives if additional were submitted.

17. Increase Student Achievement

OK ▼

Audrey Dieken 11/18/2024 5:20:17 PM

1. Based on the results of the Local Needs Assessment (or the analysis of progress in the off year), a description was provided on how Perkins funding would be utilized to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.
2. A description was provided on how the recipient will ensure equal access for all special populations students to career and technical education programs/programs of study.
3. A description was provided on how the recipient will ensure that members of special populations are not discriminated against based on their status as members of special populations.
4. A description was provided regarding how students participating in career and technical education programs will be offered the opportunity to gain postsecondary credit while still attending high school. If not available, they must indicate at least an N/A.

5. The recipient provided an explanation of how they will support career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential.

6. A measurable objective (SMART) was provided focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement.

7. Recipient has provided a justification for their choice of objective and how it will address the identified need.

8. Progress Summary not due until June 30th.

9. Repeat review of objectives if additional were submitted.

18. Performance Measure Improvement Plan(s) / Directed Improvement Plan(s)

OK ▼

Audrey Dieken

11/18/2024 5:20:17 PM

1. Recipient has completed a separate Performance Measure Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance.

2. Box 1: Identifies the specific performance measure not met (1P1, 2P1 etc...).

3. Box 2: Indicates numerically the college level of performance achieved for this measure.

4. Box 3: Indicates numerically the State Determined Level of Performance (SDLP) for this measure.

5. Box 4: Indicates numerically 90% of the SDLP for this measure.

6. Box 5: Indicates numerically at least a "1" but not exceeding a "2." Performance measures not met for three or more consecutive years requires a separate Directed Improvement Plan be completed. The Grants Program Specialist will work with the college to complete that separately and ensure that it is uploaded into the Related Documents area of the grant once completed.

7. Box 6: Adequately identifies causes for the deficiency.

8. At least one measurable objective (SMART) is created along with action steps, identified party and proposed completion date. All appear reasonable and adequate to address the performance measure.

9. Repeat process for any additional Performance Measure Improvement Plans submitted in the grant.

10. Performance Improvement Plan(s) / Directed Improvement Plan(s) due on January 15th.

11. Performance Measure Improvement Plan(s) summary of progress due on June 30th

12. Directed Improvement Plan(s) must submit an update of progress on March 30th and summary of progress due on June 30th.

19. Entity For Profit / Non Profit Status has been verified for grant funding eligibility

OK ▼

Audrey Dieken

11/18/2024 5:20:17 PM

1. Entity's For Profit / Non Profit status selected on the General Statement of Assurances (GSA) matches the For Profit / Non Profit status selected on the Funding Application's "For Profit/Non Profit Disclaimer & Attestation" page.

2. If "For Profit" status has been selected, eligibility for grant funding has been confirmed

3. If "For Profit" status prohibits eligibility for grant funding, appropriate action has been take to advise entity of their ineligible status. (1. Create/email a History Log comment advising entity of ineligibility; 2. Follow process to forfeit allocation).

History Log

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	2/14/2025 8:35:10 AM	Kevin Imes	Status changed to 'SEA CTE Postsecondary Federal Perkins Director Approved'.	S
	2/14/2025 8:33:16 AM	Audrey Dieken	Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Approved'.	S
	2/13/2025 10:12:51 AM	Rebekka Bartels	Status changed to 'LEA Authorized Representative Approved'.	S
	2/13/2025 10:12:45 AM	Rebekka Bartels	Status changed to 'LEA Business Manager Approved'.	S
	2/13/2025 9:58:39 AM	John Morgan	Status changed to 'Revision Completed'.	S
	1/24/2025 2:41:55 PM	John Morgan	Status changed to 'Revision Started'.	S

Allocations			
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Allocations			
	(1)	CTE Postsecondary Fe CFDA: 84.048A	Total
Original		\$274,906.86	\$274,906.86
Incoming Carryover		\$0.00	\$0.00
Outgoing Carryover		\$0.00	\$0.00
Reallocated		\$0.00	\$0.00
Additional		\$0.00	\$0.00
Incoming Interest Carryover Released		\$0.00 \$0.00	\$0.00 \$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
CR Released		\$0.00	\$0.00
Total		\$274,906.86	\$274,906.86

Funding Disclaimer	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Funding Disclaimer	
Funding Disclaimer	
The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, or Grantee becomes otherwise ineligible for funding, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.	
☒	Check to acknowledge

FFATA & GSA Verification	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - FFATA & GSA Verification	
FFATA & GSA Verification	
1. The district/organization has submitted OR will be submitting the annual General Statement of Assurance	☒ * Yes
2. The district/organization understands that if ADE is not updated with the organization's SAM.gov information, including SAM.gov registration expiration, that funding for the organization can be placed on hold.	☒ * Yes
* 3. Please provide a short description of your project in one to two paragraphs: Continue to fund capital needs for programs to lower student to equipment rations, provide CTE training for faculty and staff, specific marketing initiatives by program area, continuation of virtual reality training for career exploration as well as in the classroom, supply needs specific to targeted programs, and other depending on allocation amounts.	

For Profit/Non Profit Disclaimer & Attestation

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - For Profit/Non Profit Disclaimer & Attestation

For Profit/Non Profit Disclaimer & Attestation

By accepting a Grant Award from the Arizona Department of Education, Subrecipient hereby agrees to comply with all applicable local, state, and federal laws, rules and regulations and guidance now in effect or as may be amended during the term of this Grants Award.

Some grant funding may not be available to all entities seeking grant funds and will require entity validation before the funding process can continue.

In order to maintain compliance with local, state and federal laws, entities must identify their For Profit or Non Profit status on the annual General Statement of Assurances (GSA).

The identified status must also be attested to on all funding applications to further qualify eligibility for grant funding review.

* Please select one status from the drop-down menu

Non Profit ▼

If "For Profit" was selected, please contact the program area for this grant before proceeding with the application, as further eligibility consideration may be required.

Subrecipient certifies that the status selected above is valid and that the General Statement of Assurances (GSA) also reflects this status:

☒ * Yes

Program Information / Instruction

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Program Information / Instruction

CTE Federal Perkins Important Dates and Deadlines

- Final Approval of Initial Application (by SEA): July 1, 2024
- Project Start Date: July 1, 2024
- Project End Date: September 30, 2025
- All Reimbursement Requests must be submitted and approved PRIOR to the project end date. Reimbursement Request deadlines will be set, as applicable, based on ADE/ADOA Accounting requirements for fiscal year and/or project end dates

Contact Information:

For questions, please contact the Program Area at (602) 542-5282

For technical assistance with GME, submit a Service Ticket at <https://helpdesk.azed.gov/>

CTE Postsecondary Federal Perkins Contacts

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Contacts

Contact Information

	Name	Email Address	Phone Number
CTE Director Name	* John Morgan	* john.morgan@yc.edu	* 928-717-7721
Business Manager	* Frank D'Angelo	* Frank.D'Angelo@yc.edu	* 928-771-4885
CTE Data Reporter	* Tom Hughes	* tom.hughes.yc.edu	* 928-776-2205

Assurances	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Assurances	
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 Strengthening CTE for the 21st Century Act of 2018.	
Program Assurances	
* The college agrees to the following program assurances: ☒ Yes ☐ No	
1. Eligible recipients will annually evaluate their Career and Technical Education Programs to assess progress or all students, including special populations, in meeting Arizona's core indicators of performance [§123(b)(1)]. Special populations are defined as "...individuals with disabilities, individuals from economically disadvantaged families, nontraditional students, single parents, out of workforce individuals, English learners, homeless students, youth in foster care or who have aged out and youth with a parent on active military duty.	
2. Individual 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 based on their status as member so special populations [§122(c)(2)].	
3. 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 determined levels of performance and to prepare them for further learning and high skill, high wage or high demand careers [§122(c)(2)].	
4. Eligible recipients will assure provision of a career and technical education program that is of such size, scope and quality to bring about improvement in the quality of career and technical education and provide services and activities that are of sufficient size, scope and quality to be effective [§135(b)].	
5. Eligible recipients will assure the provision of career exploration and career development activities through an	

organized, systematic framework designed to aid students (including in the middle grades) before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education, career opportunities and programs of study [§135(b)(1)].

6. 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(d)(13)(A) 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(d)(13)(B)].

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 [§211(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. 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 [§113(b)(3)(C)].

2. Eligible recipients will develop an Improvement Plan if at least 90% of the State Determine Level of Performance (SDLP) is not met [§122(b)]. Improvement plans will be submitted through the grant application for review and approval by the assigned Grant Program Specialist.

3. The college 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 grant objectives and the State Determined Levels of Performance.

4. The college 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 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Assurances

* 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 COLLEGE AGREES.

The Community College hereby assures to the Arizona Department of Education that it will comply with the Federal Perkins requirements listed below:

LOCAL PLAN FOR CTE

The community college will conduct a comprehensive local needs assessment related to career and technical education and include the result of the needs assessment in the local application. The comprehensive needs assessment must be completed not less than once every two years [§134(c)(1)(A-B)]. Provide a coherent sequence of instruction in career and technical education programs. Provide a list of all CTE programs and related courses offered in the coherent sequence of instruction to deliver all state designated standards. Please also see Grants Management Resource Library for §134 Local Application for Career and Technical Education Programs.

PERFORMANCE LEVELS

Carry out career and technical education programs to meet state/local adjusted levels of performance [§122(b) and §113(b)]. Develop a means to analyze and review CTE programs, including assessments of how the needs of special populations are being met [§134(b)(5) and §134(b)(9)].

SKILL ATTAINMENT

Provide within the career and technical education programs the skills necessary to pursue careers in high skill, high

wage or in-demand industry sectors or occupations [§135(b)(3)]. Support integration of academic skills into career and technical education programs and programs of study to support participants at the secondary school level in meeting the challenging State academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 and support participants at the postsecondary level in achieving academic skills [§135(b)(4)].

PROGRAM IMPROVEMENT

Each eligible agency shall evaluate, using the local levels of performance described in §134(b)(4), the career and technical education activities being supported through the receipt of funding. The eligible recipient shall develop and implement a program improvement plan that includes an evaluation of the performance disparities or gaps identified under §113(3)(C)(ii)(II) and action that will be taken to address such gaps.

INVOLVE STAKEHOLDERS

In conducting the comprehensive local needs assessment and developing the local application, an eligible recipient shall involve a diverse body of stakeholders [§134(d)].

ACCESS/PROGRESS/SUCCESS FOR SPECIAL POPULATIONS

Eligible recipients will provide activities that prepare special populations for high skill, high wage or in-demand industry sectors or occupations that will lead to self-sufficiency, prepare participants for nontraditional fields, provide equal access for special populations to career and technical education and ensure that members will not be discriminates against on the basis of their status as members of special populations [§134(b)(5)]. Special populations include all of the following: individuals with disabilities, individuals from economically disadvantaged families, individuals preparing for nontraditional fields, single parents, out-of-workforce individuals, English learners, homeless individuals, youth in foster care or who have aged out of foster care and students with active duty military parent(s) [§135(b)(5)].

NONTRADITIONAL TRAINING

Eligible recipients will prepare career and technical education participants for nontraditional fields of work. Nontraditional fields are occupations or fields of work for which individuals from one gender comprise less than 25% of the workforce population [§135(b)(5)(B)].

PROFESSIONAL DEVELOPMENT

Eligible recipients will provide professional development related to the provision of career and technical education services for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors or paraprofessionals [§135(b)(2)].

ARTICULATION

Plan and carry out elements that support the implementation of career and technical education programs and programs of study that result in increasing student achievement [§134(b)(5)].

CAREER GUIDANCE

Provide career exploration and career development activities through an organized systematic framework designed to aid students, including the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§134(b)(1)].

FACULTY RECRUITMENT AND RETENTION

Eligible recipients will coordinate with institutions of higher education to support the recruitment, preparation, retention and training, including professional development, of teachers, faculty, administrators, specialized instructional support personnel and paraprofessionals who meet applicable State certification and licensure requirements, including individuals from groups underrepresented in the teaching profession [§134(b)(8)].

Desk Monitoring - Fiscal Assurances

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Assurances

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 Strengthening Career and Technical Education for the 21st Century Act.

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(d)(13)(A)].

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

*

03/21/2024



*

Arizona Auditor General

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

N/A

* 3. Are you requesting a monitoring/technical assistance visit in support 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(d)(13)(B)].

* 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.

* 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.

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.

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.

* 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.

* 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.

* 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.

* 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.

* 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.

* 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.

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 [§211(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.

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

☐ Yes

☒ No

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

* 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.

TIME & EFFORT:

Charges to the Federal Perkins award for salaries and wages must be based on records that accurately reflect the work performed [2 CFR 200.430(i)].

* 1. Are charges to the Federal Perkins award for salaries and wages supported by a system of internal controls that

provide reasonable assurance charges are accurate, allowable and properly allocated?

- ☒ Yes
☐ No

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

* 3. Do the records for salary and wage charges to the Federal Perkins award comply with the established accounting policies and practices of the college?

- ☒ Yes
☐ No

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

* 5. Are charges to the Federal Perkins award for salaries and wages incorporated into the official records of the college?

- ☒ Yes
☐ No

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

* 7. Do the records for salary and wage charges reasonably reflect the total activity (both federally assisted and all other activities) for which an employee is compensated (not to exceed 100%)?

- ☒ Yes
☐ No

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

* 9. Do the records for salary and wage charges support the distribution of an employee's salary or wages among specific activities or cost objectives?

☒ Yes

☐ No

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

Procurement Standards

* 1. The recipient is in compliance with the revised procurement standards as outlined in the Uniform Grant Guidance [§200.317 through §200.326]?

☒ Yes

☐ No

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

Budget

Yavapai College (130601001) Public Agency - FY 2025 - 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	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

Budget By Function Codes

Object Code	Total
4100 - CC - Salaries - Instructional	\$10,000.00
4150 - CC - Salaries - Non-Instructional	\$0.00
4200 - CC - Employee - Benefits	\$2,000.00
4250 - CC - Travel	\$59,176.86
4300 - CC - Supplies and Materials	\$54,034.38
4400 - CC - Purchased Services / Consultant Fees	\$114,376.00

4500 - CC - Tuition	\$0.00
4600 - CC - Printing and Reproduction	\$10,000.00
4700 - CC - Utilities and Communications	\$0.00
4800 - CC - Other Expenses	\$10,000.00
4900 - CC - Capital Outlay	\$15,319.62
9999 - CC - Indirect Costs	\$0.00
Total	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4100 - CC - Salaries - Instructional - \$10,000.00 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Stipends for new faculty to participate in teacher education program prior to the start of the semester, as well as teacher educators stipend to teach training classes for CTE instructors 8 hours for instructor prep and delivery at \$30 per hour (\$240), and 16 hours of training for new adjuncts/faculty at \$30 per hour (\$560). As

follows:

14 @ \$560 for trainees = \$7,840
9 trainers @ \$240 each = \$2,160

Total for 4100 - CC - Salaries - Instructional	\$10,000.00
Total for all other Object Codes	\$264,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4200 - CC - Employee - Benefits - \$2,000.00 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4200 - CC - Employee - Benefits	0000 - Other ▼		1.00	\$2,000.00	\$2,000.00

Narrative Description

Benefits paid as part of stipends for instructors to attend teacher educator training @ 20% of \$10,000 equals \$2,000 benefits for 14 trainees and 8 trainers.

Total for 4200 - CC - Employee - Benefits	\$2,000.00
Total for all other Object Codes	\$272,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

4250 - CC - Travel - \$59,176.86 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$10,000.86	\$10,000.86

Narrative Description

Send 2 individuals including faculty and Directors to National Association of EMS Educators Symposium, ACERT Conference, ODEN Conference, and ACEN Conference for training in various areas including nursing, EMS, and Radiology. Includes flights, lodging, mileage, and registration fees.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		2.00	\$1,250.00	\$2,500.00
Narrative Description					
Send CTSO Advisors to FBLA National Conference for Business Department. Includes flights, lodging, mileage, meals, and registration fees.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		20.00	\$1,500.00	\$30,000.00
Narrative Description					
Send up to 20 individuals including faculty, staff and admin to ACTEAz summer conference in Tucson for training with secondary schools pertaining to CTE issues. Includes lodging, mileage, meals, workshops, and registration fees in Tucson.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		4.00	\$3,169.00	\$12,676.00
Narrative Description					

Send up to 4 individuals to AACCC Workforce Development conference to learn about emerging CTE programs as well as other workshops pertaining to developing the workforce. Includes flights, meals lodging and registration fees to San Diego.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$4,000.00	\$4,000.00

Narrative Description

Send up to 7 individuals to the NAEYC conference for Early Childhood Educators in California. Includes rental car, meals, lodging, and registration fees.

Total for 4250 - CC - Travel	\$59,176.86
Total for all other Object Codes	\$215,730.00
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

4300 - CC - Supplies and Materials - \$54,034.38 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$13,000.00	\$13,000.00

Narrative Description

Kitchen supplies for culinary including knives, cutting boards, storage racks, food processors, water softener, and other consumable supplies.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$15,000.00	\$15,000.00
Narrative Description					
Micropropagation equipment for Agriscience plant tissue culture training in the biotech portion of Agribusiness including glassware (test tubes, augers, beakers), portable table top purification hoods, petri dishes, digital scales, oxins, hormones, scalpels, forceps, sterilizing material, centrifuge.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00
Narrative Description					
New supplies for Autobody program to upgrade skills attained under new instructor including various bodywork tools, sandpaper, Bondo, paint, dent pins, powder coating, tape, plastic wrap.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$1,500.00	\$1,500.00
Narrative Description					

Supplies for new Early Childhood FEC art lab including smocks, watercolors, canvasses, pipettes, wraps, tables, chairs.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$14,534.38	\$14,534.38

Narrative Description

Turnout boots, helmets, gloves, pants, coats

Total for 4300 - CC - Supplies and Materials	\$54,034.38
Total for all other Object Codes	\$220,872.48
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

4400 - CC - Purchased Services / Consultant Fees - \$114,376.00 ▼

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	\$16,000.00	\$16,000.00

Narrative Description

Purchase of radio advertising and social media for critically needed CTE programs based on high wage, high demand, and attracting non-trad students. .

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	\$15,000.00	\$15,000.00
Narrative Description					
Purchase of site licenses for Aviation simulator to enhance flight program with 3D flight simulation and to use to meet FAA flight hours instead of expensive aircraft hours.					
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	\$83,376.00	\$83,376.00
Narrative Description					
Rentals of Virtual reality headsets for use in early college career exploration as well as to enhance CTE courses through the use of VR for specific lessons including safety and other program specific applications.					
Total for 4400 - CC - Purchased Services / Consultant Fees					\$114,376.00
Total for all other Object Codes					\$160,530.86
Total for all Object Codes					\$274,906.86
Adjusted Allocation					\$274,906.86

Remaining

\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

4600 - CC - Printing and Reproduction - \$10,000.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4600 - CC - Printing and Reproduction	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Produce informational Viewbooks pertaining to programs in Allied Health and CTE for distribution during various CTE recruiting events. Viewbooks list industry wages, explanations of the industry, and all of the programs available for students, promotion to non-trad students.

Total for 4600 - CC - Printing and Reproduction	\$10,000.00
Total for all other Object Codes	\$264,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47
4800 - CC - Other Expenses - \$10,000.00 ▼	

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4800 - CC - Other Expenses	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Vouchers for Technical Skills Assessment 3rd party or licensure examinations for students who meet the criteria as economically disadvantaged.

Total for 4800 - CC - Other Expenses	\$10,000.00
Total for all other Object Codes	\$264,906.86
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE
Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$274,906.86
Budgeted Amount (Contributing to Indirect Cost)	\$274,906.86
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$20,363.47
Max Indirect Cost based on Total Allocation	\$20,363.47

4900 - CC - Capital Outlay - \$15,319.62 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other ▼		3.00	\$5,106.54	\$15,319.62

Narrative Description

Custom Energy Fire Turnout gear sets.

Total for 4900 - CC - Capital Outlay	\$15,319.62
Total for all other Object Codes	\$259,587.24
Total for all Object Codes	\$274,906.86
Adjusted Allocation	\$274,906.86
Remaining	\$0.00

Budget Overview**Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE
Postsecondary Federal Perkins**

Function Code	0000 - Other	Total
Object Code		
4100 - CC - Salaries - Instructional	10,000.00	10,000.00
4200 - CC - Employee - Benefits	2,000.00	2,000.00
4250 - CC - Travel	59,176.86	59,176.86
4300 - CC - Supplies and Materials	54,034.38	54,034.38
4400 - CC - Purchased Services / Consultant Fees	114,376.00	114,376.00
4600 - CC - Printing and Reproduction	10,000.00	10,000.00
4800 - CC - Other Expenses	10,000.00	10,000.00
4900 - CC - Capital Outlay	15,319.62	15,319.62
Total	274,906.86	274,906.86
Adjusted Allocation	Adjusted Allocation	274,906.86
	Remaining	0.00

Budget Overview Plus/Minus

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4100 - CC - Salaries - Instructional		10,000.00	10,000.00
4200 - CC - Employee - Benefits		2,000.00	2,000.00
4250 - CC - Travel		59,176.86	59,176.86
4300 - CC - Supplies and Materials		54,034.38 -\$15,319.62	54,034.38 -\$15,319.62
4400 - CC - Purchased Services / Consultant Fees		114,376.00	114,376.00
4600 - CC - Printing and Reproduction		10,000.00	10,000.00
4800 - CC - Other Expenses		10,000.00	10,000.00
4900 - CC - Capital Outlay		15,319.62 +\$15,319.62	15,319.62 +\$15,319.62
Total		274,906.86	274,906.86
		Adjusted Allocation	274,906.86
		Remaining	0.00

Postsecondary Occupational Programs

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

List all of the occupational program(s) in alphabetical order, by college, which will be assisted with Perkins funds.

Program Title	Location	CIP Code
* Allied Health	* Prescott, Verde, Prescott Valley	* 51.0000
* Fire Science	* Prescott, Verde	* 43.0203
* Culinary	* Prescott, Sedona	* 12.0500
* Agriscience	* Chino Valley	* 01.0000
* EMS	* Prescott, Verde	* 51.0904
* Early Childhood Education	* Prescott	* 13.1210
* Air Transportation	* Prescott	* 36.0202
* Business Management	* Prescott	* 52.0201
* Automotive Collision Repair	* Prescott	* 47.0603

Evaluation & Accountability

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Evaluation & Accountability

Each entity receiving funding shall develop and implement evaluations of the activities carried out with Perkins funds, including evaluations necessary to complete the comprehensive local needs assessment and provide required local data to ADE [§135(b)(6)].

As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis for evaluation and accountability criterion. Please include all the major areas of focus resulting from your review which will be addressed during this grant period.

* Please indicate the completion date of the most recent Local Needs Assessment.

04/26/2024

* As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis. Please include all the major areas of focus resulting from your review which will be addressed during this grant period. Results must also include identification of program access gaps or gaps in performance for special populations students.

YC will continue to work on virtual reality, with particular emphasis and career exploration for early college and prospective college students in order to guide them into making decisions based on whether the industry will be suitable for their likes. We will also continue to capitalize certain programs with equipment to maintain low student to equipment ratios, ensuring a rigorous hands on experience. YC will also produce non-trad recruiting materials through the viewbooks created for CTE and Allied Health Divisions. Monies will also be utilized to provide training to faculty, including the bootcamp for new adjuncts and full-time faculty, as well as various other trainings throughout the year including the AzCTE summer conference, AACC Workforce Development conference, and other Allied Health trainings to be determined.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will implement an evaluation of the activities carried out with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-

Oriented and Timely.

By September 30th, 2024, train new CTE adjunct and full time faculty on classroom teaching techniques, lab sheet and rubric development, use of virtual reality in the classroom, syllabus development, lab safety, course calendar development, and use of the CANVAS LMS platform.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

With continued teacher turnover, it is imperative to provide basic instruction training since most come from industry and do not have teaching backgrounds. It is also important that they learn to use and understand virtual reality in the classroom which is a key college initiative.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, purchase all capital equipment for identified programs as evidenced by receipts of purchase and placement of said equipment into the accompanying laboratories.

2) Provide a justification for your choice of objective and how it will address your identified need.

YC desires to continue to keep low student to equipment ratios in order to ensure appropriate hands-on training with plenty of time on task for students to become competent with a skill.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Career Exploration/Career Development

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Career Exploration/Career Development Activities

Each entity receiving funding shall provide career exploration and career development activities through an organized, systematic framework designed to aid students, including in the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§135(b)(1)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the career exploration and/or career development activities you will engage in this year in order to aid students in making informed plans/decisions regarding future education, career opportunities and programs of study.

YC will continue to invest through Perkins on virtual career exploration which is proving to be popular for students in both the early college and adult realm. With access to over 92 careers through the VR headsets, students are able to try an activity in a career of their choice through a virtual world.

Measurable Objective One (Required)

* 1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 1st, 2024, rent virtual reality goggle from Transfr for student utilization of career exploration in making decisions on what program is an appropriate fit for them as evidenced by headsets rented and the accompanying receipts.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Selecting a CTE career is a challenging issue for students, especially those who are in the Early College program. Being able to explore career in the virtual work can be helpful to students who are uncertain. The number of careers within the headsets has double from 48 to 92 in the last year, giving students many options to try something in. Using VR has proven to be a very real way for students to get a feel for what a task might be on the job that they are considering.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By March 1st, 2025, YC will host the annual CTE Day for over 400 high school students, exposing them to 26 YC CTE programs in preparation for registration through the two local CTEDs including MICTED and VACTE as evidenced by registrations for the event.

2) Provide a justification for your choice of objective and how it will address your identified need.

This annual event is a precursor for early college students registering for concurrent enrollment classes. Students get to meet with faculty and see the labs that they will be working in as part of the program they select.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Professional Development

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Professional Development

Each entity receiving Perkins funding will provide career and technical education professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals [§135(b)(2)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the professional development activities you will provide or support this year for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals. Please provide a detailed summary of CLNA analysis for professional development criterion.

YC will continue to offer the new faculty boot camp, as well as send a variety of CTE instructors, Admin, and Staff to the AzCTE Conference, AACC Workforce Development Conference, and various trainings faculty need to maintain specific licensure needed to teach in various programs.

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how specifically you will provide or support professional development opportunities focused on embedding professional skills and academic content into career and technical education programs/courses.

YC will host a 4 day teaching bootcamp for new adjunct and full-time CTE faculty, as well as send CTE faculty to a variety of trainings specific to their areas. WE will also send staff to the annual AACC Workforce Development Conference where they will learn about new programs and up and coming CTE careers in the United States.

Measurable Objective One (Required)

* 1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By July 1, 2025, register up to 25 faculty, staff, and administrators to attend the ACTEAz conference in Tucson where they will receive premier training in a variety of CTE areas as evidenced by registrations.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is critical to the success of the relationships between our secondary partners, and to receive training in many areas for faculty, staff, and admins. YC desires to keep strong partnerships in both dual and concurrent enrollment for early college students, and this conference allows YC to work with the secondary peers on a variety of fronts.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By February 15th, 2025, send up to 4 individuals to the annual AACC Workforce Development Conference as evidenced by conference registration.

2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is the premier conference for postsecondary CTE, and provides individuals with working knowledge of emerging technologies as well as information on the successes of other collegiate CTE programs from around the country.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By September 30th, 2025, YC will send faculty and directors from Allied Health, EMS and nursing to conferences including the National Association of EMS Educators Symposium,

2) Provide a justification for your choice of objective and how it will address your identified need.

These conferences provide training to keep faculty and directors current in their roles, and also tie into accreditation of these programs with hours committed to annual training.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Skill Development	Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins
Skill Development	Each entity receiving Perkins shall provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations [§135(b)(3)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide an explanation of how the career and technical education programs offered to students will ensure they have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations. Please provide a detailed summary of CLNA analysis for skill development criterion. YC saw much improved 3rd party testing scores this year, and we want to continue to keep that momentum going. YC desires to use a portion of the Perkins funding to pay for non-trad students who cannot afford the fees for 3rd party testing which is allowable under Perkins rules. These students would be identified based on financial aid qualifications. YC also will continue to work on lowering student to equipment ratios in order to help skill mastery. YC holds advisory board meetings, and all capital items must be voted on and approved by boards so that they can be placed into the budget planning process which include Perkins funding. YC has new metrics to follow when it comes to programs leading to a living wage. * Please provide a description of steps you will take to inform/recruit all students including special population students into career and technical education programs (special population students include all of the following categories: individuals with disabilities, from economically disadvantaged families, nontraditional students, single parents, out-of-workforce individuals, English learners, homeless students as defined by McKinney-Vento Homeless Assistance Act, youth who are in or aged out of foster care and youth with military parents on active duty) [-134(b)(2)]. YC holds CTE parent nights, where parents and prospective students are introduced to faculty, staff, and the labs that classes are held in. During these events, students get to find out what the program is all about, and the expectations of being in the program. YC also hosts 5 CTE open houses for anyone to come to, and try something that is done in the program. Through marketing and print material, YC targets non-trads in various programs, with gender non-trads

being the largest group targeted. YC also will host CTE Day for secondary students followed by early college registration in conjunction with the local CTEDs.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, YC will purchase and implement the use of capital equipment as listed in the capital expenditure pages in order to continue to ensure that students get adequate hands-on time using the most current equipment as evidenced by receipts from purchase.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Scores have gone up on 3rd party testing, and YC desires to continue the momentum we see in this area by continuing to purchase the needed equipment that helps make students competent.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By October 30th, 2025, make funding available to low-income non-trad students to help offset the costs of third party testing and licensure fees.

2) Provide a justification for your choice of objective and how it will address your identified need.

More students have indicated that they can't always pay for third party testing and licensure. This initiative is important to ensure that all students who desire the certifications and licensures have the means to do so.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

- 1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.
- 2) Provide a justification for your choice of objective and how it will address your identified need.
- 3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Academic Integration

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Academic Integration

Each entity receiving Perkins funding shall support the integration of academic skills into career and technical education programs/programs of study to support students in meeting the challenging State secondary academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 or as participants at the postsecondary level in achieving academic skills [§135(b)(4)].

* Based on the results of your Local Needs Assessment (or review of progress in the off year) how will you improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure that learning in the subjects constitutes a well-rounded education [-134(b)(4)]. Please provide a detailed summary of CLNA analysis for academic integration criterion.

Academic integration is a required element at YC with three areas needing to be measured within CTE programs. These include communication, social responsibility, and critical thinking. An instructor can incorporate these into an identified class or classes as part of the degree or certificate earned. YC calls these areas "ILO's", or Institutional Learning Outcomes. HLC criteria determine the need for YC to do this. YC will also continue the "Math in Auto" initiative which has added key math components to the introductory auto classes. This has proven to be invaluable and helps get the math skills done very early on in the program so that they can be applied the rest of the way.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By October 30th, 2025, YC faculty will have implemented assessment in their CTE programs pertaining to communication, social responsibility, and critical thinking.

* 2) Provide a justification for your choice of objective and how it will address your identified need. This is a required institutional metric and part of our HLC accreditation.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Increase Student Achievement

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Increase Student Achievement

Each entity receiving Perkins funding will plan and carry out elements that support the implementation of career and technical education programs/programs of study that result in increased student achievement [§135(b)(5)(A-T)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how you will utilize Perkins funds to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.

With more students taking and passing 3rd party accreditations, YC desires to continue using funding to help students who cannot afford to pay for 3rd party students. These non-trad students would be those who qualify based on financial need.

* Provide a description of how you will ensure that members of special populations are not discriminated against based on their status as members of special populations [§134(b)(5)].

We encourage students to declare for ADA accommodations. We cannot force them to, but all students are made aware of the services. We also have 5 hours per week that students can go to lab based classes and work in the labs to catch up on any work that they did not complete during the regular time frames for classes. These labs are supervised by our full-time instructors, and have led to higher passing rates and increased program completion. YC is currently ranked 1st in the state for program completion and 2nd for third party licensure and certification. Students also have access to the Learning Center for tutoring, plus regular office hours held by faculty for additional help.

* If available, how will students participating in career and technical education programs be offered the opportunity to gain postsecondary credit while still attending high school, such as dual or concurrent enrollment programs [§135(b)(7)]?

YC has IGA's with every high school in Yavapai County for dual enrollment in CTE provided they have qualified CTE programs as evidenced by board approved IGA's. 2,600 Yavapai County secondary students participate in early

college programs at YC in both CTE and Gen Ed courses. These are either through concurrent or dual enrollment arrangements. Many students graduate with a college certificate or degree at the same time they graduate from high school.

* How will you go about supporting career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential [§135(b)(5)(F)]?

We offer industry certifications or licensure in our CTE programs, but by law we cannot force students to take the tests at the post-secondary level. We do encourage them to do so, and provide funding through the Perkins grant to help offset costs of the tests for low income students. The local CTEDs that we partner in do require third party testing, so we test all of our secondary students who are in CTE programs, and the passing rates are very good.

Measurable Objective One (Required)

* 1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART By June 30th 2025, offer voucher assistance to students who are low income in order for them to take 3rd party licensure and certification as evidenced by applications and fees awarded.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This measure will offer students an incentive to take the 3rd party licensure and certification tests that they cannot afford due to low income status identified through the FAFSA application process.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant

period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

State Determined Levels of Performance (SDLP)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

State Determined Levels of Performance (SDLP)

The following table illustrates the State Determined Levels of Performance (SDLP) as established for each Perkins performance measure. This section of the grant application will be populated once data is available during the funding year and will be directly uploaded into the grant application by ADE-CTE. Grant recipients will not be able to enter or modify this section of the grant application. Grant recipients must at least meet 90% of the established SDLP each year. If 90% of the STLP is not met for a measure, the funding recipient must create a Performance Measure Improvement Plan (see next section of the grant application).

All Performance Measure Improvement Plans are due no later than January 15th.

	1P1				2P1				3P1			
	2022	2023	2024	2024	2022	2023	2024	2024	2022	2023	2024	2024
SDLP												
90% of SDLP												

Performance Measures Improvement Plan(s)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

Eligible recipients will complete a separate Performance Measures Improvement Plan for **each** performance measure not meeting 90% of the State Determined Level of Performance (SDLP). Recipients must use this form for performance measures not met for at least one but not more than two consecutive years. Recipients must identify and address any disparities or gaps in performance among population subgroups as a part of their improvement plan(s) [§134(b)(9)]. If you have not met a CTE performance measure for three consecutive years or more, please contact your Grant Program Specialist for further instructions/assistance. Due: January 15th

Performance Measure Improvement Plan #1:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #2:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #3:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved

3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.
6. Identified reasons/causes for deficiency in this performance measure.	
7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.	
Objective One:	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective: 	
Objective Two (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #4:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #5:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #6:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #7:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #8:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Ray 2 - CTE Postsecondary Federal Perkins

Subtotals by Object Code

Object Code	Subtotal
6731	\$ 0.00
6732	\$ 0.00
6733	\$ 0.00
6734	\$ 0.00
6735	\$ 0.00
6736	\$ 0.00
6737	\$ 0.00
6738	\$ 0.00
6739	\$ 0.00
0190	\$ 0.00
4900	\$ 15,319.62
Total	\$ 15,319.62

Capital Outlay Worksheet

*** The CTE Program Name MUST be entered in the "Purpose" box for each item of equipment listed***

School Name	CTE Program	Quantity	Cost per Unit	Tax, Shipping & Handling	Object Code	Item Description	Purpose	Total
Yavapai College	Prescience	3	\$ 4,766.88	\$ 958.96	4900	3 sets of fire turnout gear.	Protection of fire academy cadets during live fire training.	\$ 16,319.62
						Grand Total		\$ 15,319.62

USFR for Arizona School Districts (6731-6739)

Expenditures for initial, additional, and replacement equipment in the categories below. Also, include the present value amount of capital leases of equipment in the year of acquisition. Periodic lease payments should be coded to expenditure object codes 6832 and 6842. Equipment should be classified in the applicable detailed object codes below and cannot be paid for from the M&O Fund.

EXPENDITURE OBJECT CODES

Cost Less than \$5,000*	Cost \$5,000 or More*	Equipment Categories
6731 and/or 6732	6733	Furniture and Equipment (see examples below)
6734 and/or 6735	6736	Vehicles (buses, cars, trucks, vans, etc.)
6737 and/or 6738	6739	Technology-related Hardware and Software (see examples below)

* Arizona school districts do not use a dollar threshold for determining whether an item is equipment or a supply. The detailed equipment classifications above allow correct coding of equipment in accordance with Arizona requirements and separate identification of lower cost items for federal grant reporting, including indirect cost reporting.

An item should be coded as equipment if it is included in the examples below or if it meets all three equipment criteria below the tables. Items listed as equipment examples below should not be evaluated using the equipment criteria. The examples are provided to ensure consistent treatment by all districts. Also, the examples include certain items that are exceptions to the equipment criteria, such as component parts.

Furniture and Equipment Examples (Object codes 6731-6739)

Athletic Equipment

- Blocking sleds
- Chalk line dispensers
- Fitness machines
- Goal posts (movable)
- Helmets/Pads
- Hurdles
- Mats
- Nets (Tennis/Volleyball)
- Tackling dummies
- Weights

Furniture/Furnishings

- Bookcases
- Chairs
- Desks
- Filing cabinets
- Large area rugs
- Tables
- Component Parts
 - A/C compressors
 - Automotive engines
 - Automotive transmissions

Fixtures

- Bleachers (indoor)
- Ceiling fans
- Chalkboards/Whiteboards
- Drinking fountains
- Hot water heaters
- HVAC units
- Light fixtures
- Sinks
- Toilets
- Wall mirrors

Other Equipment*

• Appliances (kitchen) • Battery chargers • Copiers (off-network) • Key cutters • Leaf blowers • Paint sprayers • Sewing machines • TVs • Washers/Dryers • Items may be coded to Technology-related Hardware and Software if connected to a computer network.	• Auto Diagnostic machines • Cameras (photo & video) • DVD/Blu-ray players • Kilns • Microwaves • Power tools • SPED assistance equipment • Two-way radios • Welders	• Bar code scanners • Cash registers • Floor jacks • Laminators • Musical Instruments • Satellite dishes • Telephones • Vacuums
Technology-related Hardware & Software Examples (Object codes 6737-6739) • Computers (tablets, laptops, etc.) • Computer monitors • Copiers (on-network)	• Network equipment • Projectors • Printers	• Scanners • Smart Boards • Software (Non-instructional)
Equipment Criteria If an item is not included in the examples above, it should be coded as equipment if it meets ALL of the following: 1. Typically has a useful life of at least one year. 2. Typically repaired rather than replaced when worn or damaged. 3. An independent unit that retains its original shape, appearance, and character with use and does not lose its identity through fabrication or incorporation into a different or more complex unit or substance.		
DISCLAIMER FOR CHARTER SCHOOLS All capital items with a unit cost of \$5000 or greater MUST be coded as 0190 in your budget and included on this Capital Outlay Worksheet. All capital items with a unit cost less than \$5000 MUST NOT be coded as 0190 in your budget and MUST NOT be included on this Capital Outlay Worksheet.		

Related Documents

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins

ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document **does not** include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.

Optional Documents

Type	Document Template	Document/Link
CTE Comprehensive Local Needs Assessment	 <u>Comprehensive Local Needs Assessment</u>	 <u>CLNA with corrected date</u>
Directed Improvement Plan	 <u>Directed Improvement Plan</u>	
Job Description (LEAs own document)	N/A	
Purchased Services Contracts (LEAs own documents)	N/A	
Other	N/A	 <u>YC Strategic Plan</u>  <u>GEPA Form</u>

Substantially Approved Dates

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Substantially Approved Dates

Grant	Substantially Approved	Substantially Approved Date
CTE Postsecondary Federal Perkins	Yes ▾	07/01/2024 

Substantial Approval Guidance

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - Substantially Approved Dates

Substantial Approval Guidance

- **What is the difference between substantial approval and SEA Director Approval?**

Substantial approval means there is a submitted funding application with a reasonable attempt at a budget and that there is a General Statement of Assurances (GSA) in "SEA General Statement of Assurance Accepted" status. This is affirmation that an LEA intends to accept monies from a particular funding source and agrees to abide by all assurances in the GSA.

SEA Director Approval, on the other hand, is confirmation that the grant program area has provided final director approval to the funding application submitted, and via this director approval the LEA understands that grant expenditures must meet all applicable rules and requirements of the funding source. SEA Director Approval status also enables the LEA to submit GME Reimbursement Requests during the applicable project period.

- **What is the earliest date for substantial approval?**

The grant's project start date is the earliest substantial approval date. For instance, July 1st is the project start date for many federal and state grants and thus July 1st would be the earliest substantial approval date.

Applications submitted in a substantially approvable state *prior* to or on a grants project start date will receive the project start date as the substantial approval date.

- **What if my funding application isn't substantially approved by the grant's project start date?**

It is important to remember that the substantially approved date is the **obligation date** tied to the date your funding application is submitted in a substantially approvable state. This means that once your grant project receives SEA Director approval, you may submit Reimbursement Requests in GME. Expenditures can then be reimbursed from the date the funding application was substantially approved.

A substantially approved date of August 15th, for example, would prevent an LEA from being reimbursed for any expenditures which happened between July 1st and up to the August 15th substantial approval date.

• Can my LEA just submit a request for pre-award costs to allow for missing a timely substantial approval date?

The ADE no longer has the authority to approve pre-award costs per the US Department of Education CFR200.458.

CTE Postsecondary Federal Perkins Checklist

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 2 - CTE Postsecondary Federal Perkins Checklist

This checklist is a means of communication between the ADE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, the ADE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application approval process will continue.
- If the application contains items that are marked as Needs Attention, the application cannot be approved and will be returned to the LEA for edits. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where the ADE may provide notes to explain items needing attention. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application. If the ADE determines that the item has been corrected, Attention Needed will be changed to OK by the ADE Reviewer. If the items needing attention still have not been corrected, the application will be returned again to the LEA with a status of Not Approved.
- Applications that contain no items that are marked Attention Needed can be moved forward through the approval process.

Checklist Description (Collapse All Expand All)

☐ 1. General Statement of Assurance (GSA) has been submitted	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. GSA location to review submission status: GME Main Menu > Entity Information > General Statement of Assurances link			
2. If no, contact Grants Management through history log and select No from dropdown of checklist			
☐ 2. FFATA & GSA Verification page has been completed	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. Description is included			
2. All LEA information has been submitted			
☐ 3. Reviewed LEA for outstanding Issues	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. Outstanding Completion Report (s)			
2. Outstanding Refund (s)			
3. Programmatic Holds (s)			
☐ 4. Reviewed for High Risk Status	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. Is this LEA under a high risk status			
2. Program area may need to apply additional monitoring			
☐ 5. Capital Outlay Worksheet page has been reviewed	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. Capital Outlay Worksheet line items are corroborated in Budget Detail line items			
☐ 6. General Statements	OK	Audrey Dieken	2/14/2025 8:33:10 AM

1. College agrees to Program Assurances, Fiscal Assurances, and Accountability Assurances.

2. College agrees to carry out Federal Perkins Requirements.

3. College satisfactorily completes the Desk Monitoring- Fiscal Assurances section.

7. Budget

OK

Audrey
Dieken

2/14/2025
8:33:10
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1. All expenditures must support one or more objectives.

2. The total allocation must be budgeted.

3. All expenditures are listed in the appropriate budget codes.

4. Salaries must be listed in object code 4100 or 4150. If positions involve face-to-face with students, use object code 4100; if positions are support use object code 4150. Narrative includes job title and FTE. (i.e., Instructional Aide-Culinary, .5 FTE) If new position, include "new". Job description must be uploaded into Related Documents section for each position.

5. Benefits must be listed in object code 4200.

6. Stipends indicate extra duty or extended contract pay. Narrative must include #hours X \$/hour X #people=total stipend. Narrative must include activities to be performed.

7. Supplies includes only program-specific instructional consumable supplies and not any general supplies. Instructional supplies must include a general list of supplies with dollar amount and program area in the narrative to be considered for approval. Include site if applicable. Instructional software must list specific software, dollar amount and program.

8. Equipment Supplies under \$5,000 (Object Codes 6731, 6732, 6734, 6735, 6737 and 6738) and Capital Equipment (Object Codes 6733, 6736 and 6739) must be included on the Capital Outlay Worksheet and include CTE Program Name, School Name, Quantity, Cost Per Unit, Tax/Shipping/Handling, Object Code and an Item Description.

9. The Federal Perkins Grant may not exceed the 5% cap for administrative costs (which includes Indirect + Support Services Administration expenditures). This is not automatically tallied by the grant and must be determined manually. The application may not be approved if this is exceeded.

10. NOTE: For professional development and training activities, supporting documentation for registration and travel should be available upon request.

8. Assurances

OK

Audrey
Dieken

2/14/2025
8:33:10
AM

1. Confirm that each assurance area has been check "Yes" by the college and no response is left blank.

9. Federal Perkins Requirements

OK

Audrey
Dieken

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1. College affirms that they will carry out all requirements by indicating "Yes" in the check box.

10. Desk Monitoring- Fiscal Assurances

OK

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Dieken

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8:33:10
AM

1. Financial Audit- The date of the most recent annual audit must be entered along with the name of the entity completing the audit.

2. Financial Audit- All audit findings related to the Federal Perkins Grant funds must be described. If none, indicate N/A.

3. Fiscal Monitoring- "Yes" or "No" should be checked indicating whether or not the college is requesting a monitoring/technical assistance for their Federal Perkins Grant.

4. Financial Benefit- All questions should be answered with a "No" otherwise a correction action plan must be added to the comment box.			
5. Entertainment Costs- All questions should be answered with a "No" otherwise a corrective action plan must be added to the comment box.			
6. Capital Equipment Inventory- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
7. Supplement Not Supplant- College should answer "Yes" or "No" for each question in this section. If "Yes" is indicated, an explanation must be provided by the college. The Grant Program Specialist must inquire further for any affirmative answer to determine whether or not supplanting has occurred.			
8. Time & Effort- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
☐ 11. Postsecondary Occupational Programs	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. College lists all programs that will be provided this year and supported with Federal Perkins funds.			
2. List is by location, program title and CIP code.			
☐ 12. Evaluation & Accountability	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. Recipient has provided the date of the most recent Local Needs Assessment and has uploaded a copy into the Related Documents area of the grant.			
2. Recipient has provided a summary of the results of their analysis from the Local Needs Assessment (or progress analysis in the off year) and has included all major areas of focus to be addressed this year.			
3. Recipient has provided a measurable objective (SMART) describing how they will implement an evaluation of the activities carried out by Perkins funds this year.			
4. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
5. Progress Summary not due until June 30th.			
6. Repeat review of objectives if additional were submitted.			
☐ 13. Career Exploration/Career Development Activities	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. Recipient has provided a description of the career exploration and/or career development activities they will provide so that students can make informed choices regarding future education, career opportunities and programs of study.			
2. Recipient has provided a measurable objective (SMART) related to the provision of career exploration and/or career development activities carried out by Perkins funds this year.			
3. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
4. Progress Summary not due until June 30th.			
5. Repeat review of objectives if additional were submitted.			
☐ 14. Professional Development	OK	Audrey Dieken	2/14/2025 8:33:10 AM
1. Based on the results of the Local Needs Assessment (or summary of progress in the off year), the recipient provided a description of the professional development activities to be provided or supported this year.			

2. The recipient provided a description of how specifically they will provide or support professional development activities focused on embedding professional skills and academic content into career and technical education programs/courses.

3. A measurable objective (SMART) was provided regarding how the entity will provide/support career and technical education professional development with Perkins funding.

4. Recipient has provided a justification for their choice of objective and how it will address the identified need.

5. Progress Summary not due until June 30th.

6. Repeat review of objectives if additional were submitted.

15. Skill Development

OK

Audrey
Dieken

2/14/2025
8:33:10
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1. Recipient provided an explanation of how the career and technical education programs offered ensure that students have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations.

2. A description of how the results of the Local Needs Assessment (or progress summary in the off year) supports the choice of programs/programs study being offered was provided (as listed in the Postsecondary Occupational Programs section of the grant). An analysis was provided to support their choice of programs.

3. A description was provided indicating how all students will learn about their career and technical education offerings.

4. The recipient provided a description of the extra steps to be taken to inform/recruit special population students into career and technical education programs.

5. A description was provided regarding how the recipient will coordinate with local workforce development boards, local workforce agencies, one-stop delivery systems and other partners in their community.

6. A measurable objective (SMART) was provided regarding how the recipient will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students.

7. Recipient has provided a justification for their choice of objective and how it will address the identified need.

8. Progress Summary not due until June 30th.

9. Repeat review of objectives if additional were submitted.

16. Academic Integration

OK

Audrey
Dieken

2/14/2025
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1. Based on the results of the Local Needs Assessment, the recipient provided an explanation of how they will improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure learning in the subjects constitutes a well-rounded education.

2. A measurable objective (SMART) was provided regarding how the recipient will support the integration of academic skills into career and technical education programs/programs of study this year.

3. Recipient has provided a justification for their choice of objective and how it will address the identified need.

4. Progress Summary not due until June 30th.

5. Repeat review of objectives if additional were submitted.

17. Increase Student Achievement

OK

Audrey

2/14/2025

1. Based on the results of the Local Needs Assessment (or the analysis of progress in the off year), a description was provided on how Perkins funding would be utilized to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.
2. A description was provided on how the recipient will ensure equal access for all special populations students to career and technical education programs/programs of study.
3. A description was provided on how the recipient will ensure that members of special populations are not discriminated against based on their status as members of special populations.
4. A description was provided regarding how students participating in career and technical education programs will be offered the opportunity to gain postsecondary credit while still attending high school. If not available, they must indicate at least an N/A.
5. The recipient provided an explanation of how they will support career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential.
6. A measurable objective (SMART) was provided focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement.
7. Recipient has provided a justification for their choice of objective and how it will address the identified need.
8. Progress Summary not due until June 30th.
9. Repeat review of objectives if additional were submitted.

18. Performance Measure Improvement Plan(s) / Directed Improvement Plan(s)

OK ▼

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1. Recipient has completed a separate Performance Measure Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance.
2. Box 1: Identifies the specific performance measure not met (1P1, 2P1 etc...).
3. Box 2: Indicates numerically the college level of performance achieved for this measure.
4. Box 3: Indicates numerically the State Determined Level of Performance (SDLP) for this measure.
5. Box 4: Indicates numerically 90% of the SDLP for this measure.
6. Box 5: Indicates numerically at least a "1" but not exceeding a "2." Performance measures not met for three or more consecutive years requires a separate Directed Improvement Plan be completed. The Grants Program Specialist will work with the college to complete that separately and ensure that it is uploaded into the Related Documents area of the grant once completed.
7. Box 6: Adequately identifies causes for the deficiency.
8. At least one measurable objective (SMART) is created along with action steps, identified party and proposed completion date. All appear reasonable and adequate to address the performance measure.
9. Repeat process for any additional Performance Measure Improvement Plans submitted in the grant.
10. Performance Improvement Plan(s) / Directed Improvement Plan(s) due on January 15th.
11. Performance Measure Improvement Plan(s) summary of progress due on June 30th
12. Directed Improvement Plan(s) must submit an update of progress on March 30th and summary of progress due on June 30th.

19. Entity For Profit / Non Profit Status has been verified for grant funding eligibility

OK ▼

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1. Entity's For Profit / Non Profit status selected on the General Statement of Assurances (GSA) matches the For Profit / Non Profit status selected on the Funding Application's "For Profit/Non Profit Disclaimer & Attestation" page.
2. If "For Profit" status has been selected, eligibility for grant funding has been confirmed
3. If "For Profit" status prohibits eligibility for grant funding, appropriate action has been take to advise entity of their ineligible status. (1. Create/email a History Log comment advising entity of ineligibility; 2. Follow process to forfeit allocation).

History Log

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	5/5/2025 8:27:27 AM	Kevin Imes	Status changed to 'SEA CTE Postsecondary Federal Perkins Director Approved'.	S
	5/5/2025 8:26:40 AM	Audrey Dieken	Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Approved'.	S
	5/5/2025 7:42:25 AM	Rebekka Bartels	Status changed to 'LEA Authorized Representative Approved'.	S
	5/5/2025 7:42:19 AM	Rebekka Bartels	Status changed to 'LEA Business Manager Approved'.	S
	5/2/2025 4:41:51 PM	John Morgan	Status changed to 'Revision Completed'.	S
	4/9/2025 2:18:49 PM	SEA Administrator	Status changed to 'Revision Started'.	S

Allocations			
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Allocations			
	(1)	CTE Postsecondary Fe CFDA: 84.048A	Total
Original		\$274,906.86	\$274,906.86
Incoming Carryover		\$0.00	\$0.00
Outgoing Carryover		\$0.00	\$0.00
Reallocated		\$0.00	\$0.00
Additional		\$11,507.65	\$11,507.65
Incoming Interest Carryover		\$0.00	\$0.00
Released		\$0.00	\$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
CR Released		\$0.00	\$0.00
Total		\$286,414.51	\$286,414.51

Funding Disclaimer

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Funding Disclaimer

Funding Disclaimer

The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, or Grantee becomes otherwise ineligible for funding, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.



Check to acknowledge

FFATA & GSA Verification

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - FFATA & GSA Verification

FFATA & GSA Verification

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

☒ * Yes

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

☒ * Yes

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

Continue to fund capital needs for programs to lower student to equipment rations, provide CTE training for faculty and staff, specific marketing initiatives by program area, continuation of virtual reality training for career exploration as well as in the classroom, supply needs specific to targeted programs, and other depending on allocation amounts.

For Profit/Non Profit Disclaimer & Attestation

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - For Profit/Non Profit Disclaimer & Attestation

For Profit/Non Profit Disclaimer & Attestation

By accepting a Grant Award from the Arizona Department of Education, Subrecipient hereby agrees to comply with all applicable local, state, and federal laws, rules and regulations and guidance now in effect or as may be amended during the term of this Grants Award.

Some grant funding **may not** be available to all entities seeking grant funds and will require entity validation before the funding process can continue.

In order to maintain compliance with local, state and federal laws, **entities must identify their For Profit or Non Profit status** on the annual General Statement of Assurances (GSA).

The identified status must also be attested to on all funding applications to further qualify eligibility for grant funding review.

*** Please select one status from the drop-down menu**

Non Profit ▼

If "For Profit" was selected, please contact the program area for this grant before proceeding with the application, as further eligibility consideration may be required.

Subrecipient certifies that the status selected above is valid and that the General Statement of Assurances (GSA) also reflects this status:

☒ * Yes

Program Information / Instruction	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Program Information / Instruction	
CTE Federal Perkins Important Dates and Deadlines	
• Final Approval of Initial Application (by SEA): July 1, 2024	
• Project Start Date: July 1, 2024	
• Project End Date: September 30, 2025	
• All Reimbursement Requests must be submitted and approved PRIOR to the project end date. Reimbursement Request deadlines will be set, as applicable, based on ADE/ADOA Accounting requirements for fiscal year and/or project end dates	
Contact Information:	
For questions, please contact the Program Area at(602) 542-5282	
For technical assistance with GME, submit a Service Ticket at https://helpdesk.azed.gov/	

CTE Postsecondary Federal Perkins Contacts

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Contacts

Contact Information

	Name	Email Address	Phone Number
CTE Director Name	* John Morgan	* john.morgan@yc.edu	* 928-717-7721
Business Manager	* Frank D'Angelo	* Frank.D'Angelo@yc.edu	* 928-771-4885
CTE Data Reporter	* Tom Hughes	* tom.hughes.yc.edu	* 928-776-2205

Assurances
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Assurances
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 Strengthening CTE for the 21st Century Act of 2018.
Program Assurances
* The college agrees to the following program assurances:
☒ Yes ☐ No
1. Eligible recipients will annually evaluate their Career and Technical Education Programs to assess progress or all students, including special populations, in meeting Arizona's core indicators of performance [§123(b)(1)]. Special populations are defined as "...individuals with disabilities, individuals from economically disadvantaged families, nontraditional students, single parents, out of workforce individuals, English learners, homeless students, youth in foster care or who have aged out and youth with a parent on active military duty. 2. Individual 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 based on their status as member so special populations [§122(c)(2)]. 3. 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 determined levels of performance and to prepare them for further learning and high skill, high wage or high demand careers [§122(c)(2)]. 4. Eligible recipients will assure provision of a career and technical education program that is of such size, scope and quality to bring about improvement in the quality of career and technical education and provide services and activities that are of sufficient size, scope and quality to be effective [§135(b)]. 5. Eligible recipients will assure the provision of career exploration and career development activities through an

organized, systematic framework designed to aid students (including in the middle grades) before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education, career opportunities and programs of study [§135(b)(1)].

6. 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(d)(13)(A) 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(d)(13)(B)].

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 [§211(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. 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 [§113(b)(3)(C)].

2. Eligible recipients will develop an Improvement Plan if at least 90% of the State Determine Level of Performance (SDLP) is not met [§122(b)]. Improvement plans will be submitted through the grant application for review and approval by the assigned Grant Program Specialist.

3. The college 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 grant objectives and the State Determined Levels of Performance.

4. The college 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 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Assurances

*** 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 COLLEGE AGREES.

The Community College hereby assures to the Arizona Department of Education that it will comply with the Federal Perkins requirements listed below:

LOCAL PLAN FOR CTE

The community college will conduct a comprehensive local needs assessment related to career and technical education and include the result of the needs assessment in the local application. The comprehensive needs assessment must be completed not less than once every two years [§134(c)(1)(A-B)]. Provide a coherent sequence of instruction in career and technical education programs. Provide a list of all CTE programs and related courses offered in the coherent sequence of instruction to deliver all state designated standards. Please also see Grants Management Resource Library for §134 Local Application for Career and Technical Education Programs.

PERFORMANCE LEVELS

Carry out career and technical education programs to meet state/local adjusted levels of performance [§122(b) and §113(b)]. Develop a means to analyze and review CTE programs, including assessments of how the needs of special populations are being met [§134(b)(5) and §134(b)(9)].

SKILL ATTAINMENT

Provide within the career and technical education programs the skills necessary to pursue careers in high skill, high

wage or in-demand industry sectors or occupations [§135(b)(3)]. Support integration of academic skills into career and technical education programs and programs of study to support participants at the secondary school level in meeting the challenging State academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 and support participants at the postsecondary level in achieving academic skills [§135(b)(4)].

PROGRAM IMPROVEMENT

Each eligible agency shall evaluate, using the local levels of performance described in §134(b)(4), the career and technical education activities being supported through the receipt of funding. The eligible recipient shall develop and implement a program improvement plan that includes an evaluation of the performance disparities or gaps identified under §113(3)(C)(ii)(II) and action that will be taken to address such gaps.

INVOLVE STAKEHOLDERS

In conducting the comprehensive local needs assessment and developing the local application, an eligible recipient shall involve a diverse body of stakeholders [§134(d)].

ACCESS/PROGRESS/SUCCESS FOR SPECIAL POPULATIONS

Eligible recipients will provide activities that prepare special populations for high skill, high wage or in-demand industry sectors or occupations that will lead to self-sufficiency, prepare participants for nontraditional fields, provide equal access for special populations to career and technical education and ensure that members will not be discriminates against on the basis of their status as members of special populations [§134(b)(5)]. Special populations include all of the following: individuals with disabilities, individuals from economically disadvantaged families, individuals preparing for nontraditional fields, single parents, out-of-workforce individuals, English learners, homeless individuals, youth in foster care or who have aged out of foster care and students with active duty military parent(s) [§135(b)(5)].

NONTRADITIONAL TRAINING

Eligible recipients will prepare career and technical education participants for nontraditional fields of work. Nontraditional fields are occupations or fields of work for which individuals from one gender comprise less than 25% of the workforce population [§135(b)(5)(B)].

PROFESSIONAL DEVELOPMENT

Eligible recipients will provide professional development related to the provision of career and technical education services for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors or paraprofessionals [§135(b)(2)].

ARTICULATION

Plan and carry out elements that support the implementation of career and technical education programs and programs of study that result in increasing student achievement [§134(b)(5)].

CAREER GUIDANCE

Provide career exploration and career development activities through an organized systematic framework designed to aid students, including the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§134(b)(1)].

FACULTY RECRUITMENT AND RETENTION

Eligible recipients will coordinate with institutions of higher education to support the recruitment, preparation, retention and training, including professional development, of teachers, faculty, administrators, specialized instructional support personnel and paraprofessionals who meet applicable State certification and licensure requirements, including individuals from groups underrepresented in the teaching profession [§134(b)(8)].

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Assurances

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 Strengthening Career and Technical Education for the 21st Century Act.

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(d)(13)(A)].

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

*

03/21/2024



*

Arizona Auditor General

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

N/A

* 3. Are you requesting a monitoring/technical assistance visit in support 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(d)(13)(B)].

* 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.

* 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.

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.

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.

* 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.

* 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.

* 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.

* 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.

* 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.

* 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.

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 [§211(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.

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

☐ Yes

☒ No

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

* 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.

TIME & EFFORT:

Charges to the Federal Perkins award for salaries and wages must be based on records that accurately reflect the work performed [2 CFR 200.430(i)].

* 1. Are charges to the Federal Perkins award for salaries and wages supported by a system of internal controls that

provide reasonable assurance charges are accurate, allowable and properly allocated?

- ☒ Yes
☐ No

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

* 3. Do the records for salary and wage charges to the Federal Perkins award comply with the established accounting policies and practices of the college?

- ☒ Yes
☐ No

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

* 5. Are charges to the Federal Perkins award for salaries and wages incorporated into the official records of the college?

- ☒ Yes
☐ No

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

* 7. Do the records for salary and wage charges reasonably reflect the total activity (both federally assisted and all other activities) for which an employee is compensated (not to exceed 100%)?

- ☒ Yes
☐ No

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

* 9. Do the records for salary and wage charges support the distribution of an employee's salary or wages among specific activities or cost objectives?

☒ Yes

☐ No

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

Procurement Standards

* 1. The recipient is in compliance with the revised procurement standards as outlined in the Uniform Grant Guidance [§200.317 through §200.326]?

☒ Yes

☐ No

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

Budget

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - 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	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

Budget By Function Codes

Object Code	Total
4100 - CC - Salaries - Instructional	\$12,400.00
4150 - CC - Salaries - Non-Instructional	\$0.00
4200 - CC - Employee - Benefits	\$2,480.00
4250 - CC - Travel	\$56,084.76
4300 - CC - Supplies and Materials	\$54,301.13
4400 - CC - Purchased Services / Consultant Fees	\$119,596.50

4500 - CC - Tuition		\$0.00
4600 - CC - Printing and Reproduction		\$10,000.00
4700 - CC - Utilities and Communications		\$0.00
4800 - CC - Other Expenses		\$10,000.00
4900 - CC - Capital Outlay		\$21,552.12
9999 - CC - Indirect Costs		\$0.00
	Total	\$286,414.51
	Adjusted Allocation	\$286,414.51
	Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4100 - CC - Salaries - Instructional - \$12,400.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$2,400.00	\$2,400.00

Narrative Description

Stipend for faculty member to participate in industry internship to upgrade skills. \$30 per hour x 80 hours = \$2,400.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00
Narrative Description Stipends for new faculty to participate in teacher education program prior to the start of the semester, as well as teacher educators stipend to teach training classes for CTE instructors 8 hours for instructor prep and delivery at \$30 per hour (\$240), and 16 hours of training for new adjuncts/faculty at \$30 per hour (\$560). As follows: 14 @ \$560 for trainees = \$7,840 9 trainers @ \$240 each = \$2,160					
Total for 4100 - CC - Salaries - Instructional					\$12,400.00
Total for all other Object Codes					\$274,014.51
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$286,414.51
Remaining					\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4200 - CC - Employee - Benefits - \$2,480.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
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4200 - CC - Employee - Benefits	0000 - Other ▼		1.00	\$2,480.00	\$2,480.00
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Narrative Description

Benefits paid as part of stipends for instructors to attend teacher educator training @ 20% of \$10,000 equals \$2,000 benefits for 14 trainees and 8 trainers.

Total for 4200 - CC - Employee - Benefits		\$2,480.00
Total for all other Object Codes		\$283,934.51
Total for all Object Codes		\$286,414.51
Adjusted Allocation		\$286,414.51
Remaining		\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4250 - CC - Travel - \$56,084.76 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$10,000.86	\$10,000.86

Narrative Description

Send 2 individuals including faculty and Directors to National Association of EMS Educators Symposium, ACERT Conference, Accreditation for COAMES EMS, ODEN Conference, and ACEN Conference for training

in various areas including nursing, EMS, and Radiology. Includes flights, lodging, mileage, and registration fees.						
	Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
	4250 - CC - Travel	0000 - Other ▼		2.00	\$1,250.00	\$2,500.00
Narrative Description						
Send CTSO Advisors to FBLA National Conference for Business Department. Includes flights, lodging, mileage, meals, and registration fees.						
	Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
	4250 - CC - Travel	0000 - Other ▼		20.00	\$1,750.00	\$35,000.00
Narrative Description						
Send up to 20 individuals including faculty, staff and admin to ACTEAz summer conference in Tucson for training with secondary schools pertaining to CTE issues. Includes lodging, mileage, meals, workshops, and registration fees in Tucson.						
	Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
	4250 - CC - Travel	0000 - Other ▼		2.00	\$2,759.35	

							\$5,518.70
Narrative Description							
Send up to 4 individuals to AACC Workforce Development conference to learn about emerging CTE programs as well as other workshops pertaining to developing the workforce. Includes flights, meals lodging and registration fees to San Diego.							
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental,or Unit Cost	Line Item Total		
4250 - CC - Travel	0000 - Other ▼		1.00	\$3,065.20	\$3,065.20		
Narrative Description							
Send up to 7 individuals to the NAEYC conference for Early Childhood Educators in California. Includes rental car, meals, lodging, and registration fees.							
Total for 4250 - CC - Travel					\$56,084.76		
Total for all other Object Codes					\$230,329.75		
Total for all Object Codes					\$286,414.51		
Adjusted Allocation					\$286,414.51		
Remaining					\$0.00		

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4300 - CC - Supplies and Materials - \$54,301.13 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$8,036.33	\$8,036.33

Narrative Description

Kitchen supplies for culinary including knives, cutting boards, storage racks, food processors, water softener, and other consumable supplies.

	Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
	4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$15,130.88	\$15,130.88
	Narrative Description Micropropagation equipment for Agriscience plant tissue culture training in the biotech portion of Agribusiness including glassware (test tubes, augers, beakers), portable table top purification hoods, petri dishes, digital scales, oxins, hormones, scalpels, forceps, sterilizing material, centrifuge.					
	Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
	4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$14,375.43	\$14,375.43
	Narrative Description New supplies for Autobody program to upgrade skills attained under new instructor including various bodywork tools, sandpaper, Bondo, paint, dent pins, powder coating, tape, plastic wrap.					
	Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
	4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$2,224.11	\$2,224.11
	Narrative Description					

Supplies for new Early Childhood FEC art lab including smocks, watercolors, canvasses, pipettes, wraps, tables, chairs.						
						</

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4400 - CC - Purchased Services / Consultant Fees - \$119,596.50 ▼

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	\$19,000.00	\$19,000.00
Narrative Description					
Purchase of radio advertising and social media for critically needed CTE programs based on high wage, high demand, and attracting non-trad students. .					

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	\$15,000.00	\$15,000.00
Narrative Description					
Purchase of site licenses for Aviation simulator to enhance flight program with 3D flight simulation and to use to meet FAA flight hours instead of expensive aircraft hours.					
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	\$85,596.50	\$85,596.50
Narrative Description					
Rentals of Virtual reality headsets for use in early college career exploration as well as to enhance CTE courses through the use of VR for specific lessons including safety and other program specific applications.					
Total for 4400 - CC - Purchased Services / Consultant Fees					\$119,596.50
Total for all other Object Codes					\$166,818.01
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$286,414.51

Remaining

\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4600 - CC - Printing and Reproduction - \$10,000.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4600 - CC - Printing and Reproduction	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Produce informational Viewbooks pertaining to programs in Allied Health and CTE for distribution during various CTE recruiting events. Viewbooks list industry wages, explanations of the industry, and all of the programs available for students, promotion to non-trad students.

Total for 4600 - CC - Printing and Reproduction		\$10,000.00
Total for all other Object Codes		\$276,414.51
Total for all Object Codes		\$286,414.51
Adjusted Allocation		\$286,414.51
Remaining		\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4800 - CC - Other Expenses - \$10,000.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4800 - CC - Other Expenses	0000 - Other ▼		1.00	\$10,000.00	\$10,000.00

Narrative Description

Vouchers for Technical Skills Assessment 3rd party or licensure examinations for students who meet the criteria as economically disadvantaged.

Total for 4800 - CC - Other Expenses	\$10,000.00
Total for all other Object Codes	\$276,414.51
Total for all Object Codes	\$286,414.51
Adjusted Allocation	\$286,414.51
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4900 - CC - Capital Outlay - \$21,552.12 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other ▼		3.00	\$5,106.54	\$15,319.62
Narrative Description					
Custom Energy Fire Turnout gear sets.					

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other ▼		1.00	\$6,232.50	\$6,232.50
Narrative Description					
Upgrade to CNC Machine with 20 HP Smart Vector Drive for use in Precision Machining program.					
Total for 4900 - CC - Capital Outlay					\$21,552.12
Total for all other Object Codes					\$264,862.39
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$286,414.51
Remaining					\$0.00

Budget Overview

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4100 - CC - Salaries - Instructional		12,400.00	12,400.00
4200 - CC - Employee - Benefits		2,480.00	2,480.00
4250 - CC - Travel		56,084.76	56,084.76
4300 - CC - Supplies and Materials		54,301.13	54,301.13
4400 - CC - Purchased Services / Consultant Fees		119,596.50	119,596.50
4600 - CC - Printing and Reproduction		10,000.00	10,000.00
4800 - CC - Other Expenses		10,000.00	10,000.00
4900 - CC - Capital Outlay		21,552.12	21,552.12
Total		286,414.51	286,414.51
		Adjusted Allocation	286,414.51
		Remaining	0.00

Budget Overview Plus/Minus

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Function Code	0000 - Other	Total
Object Code		
4100 - CC - Salaries - Instructional	12,400.00 +\$2,400.00	12,400.00 +\$2,400.00
4200 - CC - Employee - Benefits	2,480.00 +\$480.00	2,480.00 +\$480.00
4250 - CC - Travel	56,084.76 -\$3,092.10	56,084.76 -\$3,092.10
4300 - CC - Supplies and Materials	54,301.13 +\$266.75	54,301.13 +\$266.75
4400 - CC - Purchased Services / Consultant Fees	119,596.50 +\$5,220.50	119,596.50 +\$5,220.50
4600 - CC - Printing and Reproduction	10,000.00	10,000.00
4800 - CC - Other Expenses	10,000.00	10,000.00
4900 - CC - Capital Outlay	21,552.12 +\$6,232.50	21,552.12 +\$6,232.50
Total	286,414.51	286,414.51

	+\$11,507.65	+\$11,507.65
	Adjusted Allocation	286,414.51
	Remaining	0.00

Postsecondary Occupational Programs

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

List all of the occupational program(s) in alphabetical order, by college, which will be assisted with Perkins funds.

Program Title	Location	CIP Code
* Allied Health	* Prescott, Verde, Prescott Valley	* 51.0000
* Fire Science	* Prescott, Verde	* 43.0203
* Culinary	* Prescott, Sedona	* 12.0500
* Agriscience	* Chino Valley	* 01.0000
* EMS	* Prescott, Verde	* 51.0904
* Early Childhood Education	* Prescott	* 13.1210
* Air Transportation	* Prescott	* 36.0202
* Business Management	* Prescott	* 52.0201
* Automotive Collision Repair	* Prescott	* 47.0603
* Precision Machining	* Prescott	* 48.0510.00

Evaluation & Accountability

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Evaluation & Accountability

Each entity receiving funding shall develop and implement evaluations of the activities carried out with Perkins funds, including evaluations necessary to complete the comprehensive local needs assessment and provide required local data to ADE [§135(b)(6)].

As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis for evaluation and accountability criterion. Please include all the major areas of focus resulting from your review which will be addressed during this grant period.

* Please indicate the completion date of the most recent Local Needs Assessment.

04/26/2024 

* As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis. Please include all the major areas of focus resulting from your review which will be addressed during this grant period. Results must also include identification of program access gaps or gaps in performance for special populations students.

YC will continue to work on virtual reality, with particular emphasis and career exploration for early college and prospective college students in order to guide them into making decisions based on whether the industry will be suitable for their likes. We will also continue to capitalize certain programs with equipment to maintain low student to equipment ratios, ensuring a rigorous hands on experience. YC will also produce non-trad recruiting materials through the viewbooks created for CTE and Allied Health Divisions. Monies will also be utilized to provide training to faculty, including the bootcamp for new adjuncts and full-time faculty, as well as various other trainings throughout the year including the AzCTE summer conference, AACC Workforce Development conference, and other Allied Health trainings to be determined.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will implement an evaluation of the activities carried out with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-

Oriented and Timely.

By September 30th, 2024, train new CTE adjunct and full time faculty on classroom teaching techniques, lab sheet and rubric development, use of virtual reality in the classroom, syllabus development, lab safety, course calendar development, and use of the CANVAS LMS platform.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

With continued teacher turnover, it is imperative to provide basic instruction training since most come from industry and do not have teaching backgrounds. It is also important that they learn to use and understand virtual reality in the classroom which is a key college initiative.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, purchase all capital equipment for identified programs as evidenced by receipts of purchase and placement of said equipment into the accompanying laboratories.

2) Provide a justification for your choice of objective and how it will address your identified need.

YC desires to continue to keep low student to equipment ratios in order to ensure appropriate hands-on training with plenty of time on task for students to become competent with a skill.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Career Exploration/Career Development Activities

Each entity receiving funding shall provide career exploration and career development activities through an organized, systematic framework designed to aid students, including in the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§135(b)(1)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the career exploration and/or career development activities you will engage in this year in order to aid students in making informed plans/decisions regarding future education, career opportunities and programs of study. YC will continue to invest through Perkins on virtual career exploration which is proving to be popular for students in both the early college and adult realm. With access to over 92 careers through the VR headsets, students are able to try an activity in a career of their choice through a virtual world.

Measurable Objective One (Required)

* 1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 1st, 2024, rent virtual reality goggle from Transfr for student utilization of career exploration in making decisions on what program is an appropriate fit for them as evidenced by headsets rented and the accompanying receipts.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Selecting a CTE career is a challenging issue for students, especially those who are in the Early College program. Being able to explore career in the virtual work can be helpful to students who are uncertain. The number of careers within the headsets has double from 48 to 92 in the last year, giving students many options to try something in. Using VR has proven to be a very real way for students to get a feel for what a task might be on the job that they are considering.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By March 1st, 2025, YC will host the annual CTE Day for over 400 high school students, exposing them to 26 YC CTE programs in preparation for registration through the two local CTEDs including MICTED and VACTE as evidenced by registrations for the event.

2) Provide a justification for your choice of objective and how it will address your identified need.

This annual event is a precursor for early college students registering for concurrent enrollment classes. Students get to meet with faculty and see the labs that they will be working in as part of the program they select.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Professional Development
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins
Professional Development Each entity receiving Perkins funding will provide career and technical education professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals [§135(b)(2)].
* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the professional development activities you will provide or support this year for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals. Please provide a detailed summary of CLNA analysis for professional development criterion. YC will continue to offer the new faculty boot camp, as well as send a variety of CTE instructors, Admin, and Staff to the AzCTE Conference, AACC Workforce Development Conference, and various trainings faculty need to maintain specific licensure needed to teach in various programs.
* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how specifically you will provide or support professional development opportunities focused on embedding professional skills and academic content into career and technical education programs/courses. YC will host a 4 day teaching bootcamp for new adjunct and full-time CTE faculty, as well as send CTE faculty to a variety of trainings specific to their areas. WE will also send staff to the annual AACC Workforce Development Conference where they will learn about new programs and up and coming CTE careers in the United States.
Measurable Objective One (Required)
* 1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely. By July 1, 2025, register up to 25 faculty, staff, and administrators to attend the ACTEAz conference in Tucson where they will receive premier training in a variety of CTE areas as evidenced by registrations.
* 2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is critical to the success of the relationships between our secondary partners, and to receive training in many areas for faculty, staff, and admins. YC desires to keep strong partnerships in both dual and concurrent enrollment for early college students, and this conference allows YC to work with the secondary peers on a variety of fronts.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By February 15th, 2025, send up to 4 individuals to the annual AACC Workforce Development Conference as evidenced by conference registration.

2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is the premier conference for postsecondary CTE, and provides individuals with working knowledge of emerging technologies as well as information on the successes of other collegiate CTE programs from around the country.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By September 30th, 2025, YC will send faculty and directors from Allied Health, EMS and nursing to conferences including the National Association of EMS Educators Symposium,

2) Provide a justification for your choice of objective and how it will address your identified need.

These conferences provide training to keep faculty and directors current in their roles, and also tie into accreditation of these programs with hours committed to annual training.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Skill Development	Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins
Skill Development	Each entity receiving Perkins shall provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations [§135(b)(3)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide an explanation of how the career and technical education programs offered to students will ensure they have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations. Please provide a detailed summary of CLNA analysis for skill development criterion. YC saw much improved 3rd party testing scores this year, and we want to continue to keep that momentum going. YC desires to use a portion of the Perkins funding to pay for non-trad students who cannot afford the fees for 3rd party testing which is allowable under Perkins rules. These students would be identified based on financial aid qualifications. YC also will continue to work on lowering student to equipment ratios in order to help skill mastery. YC holds advisory board meetings, and all capital items must be voted on and approved by boards so that they can be placed into the budget planning process which include Perkins funding. YC has new metrics to follow when it comes to programs leading to a living wage. * Please provide a description of steps you will take to inform/recruit all students including special population students into career and technical education programs (special population students include all of the following categories: individuals with disabilities, from economically disadvantaged families, nontraditional students, single parents, out-of-workforce individuals, English learners, homeless students as defined by McKinney-Vento Homeless Assistance Act, youth who are in or aged out of foster care and youth with military parents on active duty) [-134(b)(2)]. YC holds CTE parent nights, where parents and prospective students are introduced to faculty, staff, and the labs that classes are held in. During these events, students get to find out what the program is all about, and the expectations of being in the program. YC also hosts 5 CTE open houses for anyone to come to, and try something that is done in the program. Through marketing and print material, YC targets non-trads in various programs, with gender non-trads

being the largest group targeted. YC also will host CTE Day for secondary students followed by early college registration in conjunction with the local CTEDs.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, YC will purchase and implement the use of capital equipment as listed in the capital expenditure pages in order to continue to ensure that students get adequate hands-on time using the most current equipment as evidenced by receipts from purchase.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Scores have gone up on 3rd party testing, and YC desires to continue the momentum we see in this area by continuing to purchase the needed equipment that helps make students competent.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By October 30th, 2025, make funding available to low-income non-trad students to help offset the costs of third party testing and licensure fees.

2) Provide a justification for your choice of objective and how it will address your identified need.

More students have indicated that they can't always pay for third party testing and licensure. This initiative is important to ensure that all students who desire the certifications and licensures have the means to do so.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

- 1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.
- 2) Provide a justification for your choice of objective and how it will address your identified need.
- 3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Academic Integration	Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins
Academic Integration	Each entity receiving Perkins funding shall support the integration of academic skills into career and technical education programs/programs of study to support students in meeting the challenging State secondary academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 or as participants at the postsecondary level in achieving academic skills [§135(b)(4)].
* Based on the results of your Local Needs Assessment (or review of progress in the off year) how will you improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure that learning in the subjects constitutes a well-rounded education [-134(b)(4)]. Please provide a detailed summary of CLNA analysis for academic integration criterion.	Academic integration is a required element at YC with three areas needing to be measured within CTE programs. These include communication, social responsibility, and critical thinking. An instructor can incorporate these into an identified class or classes as part of the degree or certificate earned. YC calls these areas "ILO's", or Institutional Learning Outcomes. HLC criteria determine the need for YC to do this. YC will also continue the "Math in Auto" initiative which has added key math components to the introductory auto classes. This has proven to be invaluable and helps get the math skills done very early on in the program so that they can be applied the rest of the way.
Measurable Objective One (Required)	* 1) Provide a measurable objective describing how you will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely. By October 30th, 2025, YC faculty will have implemented assessment in their CTE programs pertaining to communication, social responsibility, and critical thinking.
* 2) Provide a justification for your choice of objective and how it will address your identified need. This is a required institutional metric and part of our HLC accreditation.	

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Increase Student Achievement	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins	
Increase Student Achievement	Each entity receiving Perkins funding will plan and carry out elements that support the implementation of career and technical education programs/programs of study that result in increased student achievement [§135(b)(5)(A-T)]. A program/program of study is a coordinated, nonduplicative sequencing of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how you will utilize Perkins funds to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement. With more students taking and passing 3rd party accreditations, YC desires to continue using funding to help students who cannot afford to pay for 3rd party students. These non-trad students would be those who qualify based on financial need. * Provide a description of how you will ensure that members of special populations are not discriminated against based on their status as members of special populations [§134(b)(5)]. We encourage students to declare for ADA accommodations. We cannot force them to, but all students are made aware of the services. We also have 5 hours per week that students can go to lab based classes and work in the labs to catch up on any work that they did not complete during the regular time frames for classes. These labs are supervised by our full-time instructors, and have led to higher passing rates and increased program completion. YC is currently ranked 1st in the state for program completion and 2nd for third party licensure and certification. Students also have access to the Learning Center for tutoring, plus regular office hours held by faculty for additional help. * If available, how will students participating in career and technical education programs be offered the opportunity to gain postsecondary credit while still attending high school, such as dual or concurrent enrollment programs [§135(b)(7)]? YC has IGA's with every high school in Yavapai County for dual enrollment in CTE provided they have qualified CTE programs as evidenced by board approved IGA's. 2,600 Yavapai County secondary students participate in early

college programs at YC in both CTE and Gen Ed courses. These are either through concurrent or dual enrollment arrangements. Many students graduate with a college certificate or degree at the same time they graduate from high school.

* How will you go about supporting career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential [§135(b)(5)(F)]?

We offer industry certifications or licensure in our CTE programs, but by law we cannot force students to take the tests at the post-secondary level. We do encourage them to do so, and provide funding through the Perkins grant to help offset costs of the tests for low income students. The local CTEDs that we partner in do require third party testing, so we test all of our secondary students who are in CTE programs, and the passing rates are very good.

Measurable Objective One (Required)

* 1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART By June 30th 2025, offer voucher assistance to students who are low income in order for them to take 3rd party licensure and certification as evidenced by applications and fees awarded.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This measure will offer students an incentive to take the 3rd party licensure and certification tests that they cannot afford due to low income status identified through the FAFSA application process.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Two (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant

period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

State Determined Levels of Performance (SDLP)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

State Determined Levels of Performance (SDLP)

The following table illustrates the State Determined Levels of Performance (SDLP) as established for each Perkins performance measure. This section of the grant application will be populated once data is available during the funding year and will be directly uploaded into the grant application by ADE-CTE. Grant recipients will not be able to enter or modify this section of the grant application. Grant recipients must at least meet 90% of the established SDLP each year. If 90% of the STLP is not met for a measure, the funding recipient must create a Performance Measure Improvement Plan (see next section of the grant application).

All Performance Measure Improvement Plans are due no later than January 15th.

	1P1			2P1			3P1		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
SDLP									
90% of SDLP									

Performance Measures Improvement Plan(s)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins

Eligible recipients will complete a separate Performance Measures Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance (SDLP). Recipients must use this form for performance measures not met for at least one but not more than two consecutive years. Recipients must identify and address any disparities or gaps in performance among population subgroups as a part of their improvement plan(s) [§134(b)(9)]. If you have not met a CTE performance measure for three consecutive years or more, please contact your Grant Program Specialist for further instructions/assistance. Due: January 15th

Performance Measure Improvement Plan #1:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Two (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Three (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	

8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #2:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:

Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:

8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #3:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved

3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective: 

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #4:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #5:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #6:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #7:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #8:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Subtotals by Object Code

Object Code	Subtotal
6731	\$ 0.00
6732	\$ 0.00
6733	\$ 0.00
6734	\$ 0.00
6735	\$ 0.00
6736	\$ 0.00
6737	\$ 0.00
6738	\$ 0.00
6739	\$ 0.00
0190	\$ 0.00
4900	\$ 21,552.12
Total	\$ 21,552.12

Capital Outlay Worksheet

*** The CTE Program Name MUST be entered in the "Purpose" box for each item of equipment listed***

School Name	CTE Program	Quantity	Cost per Unit	Tax, Shipping & Handling	Object Code	Item Description	Purpose	Total
Yavapai College	Firescience	3	\$ 4,786.88	\$ 958.98	4900	3 sets of fire turnout gear.	Protection of fire academy cadets during live fire training.	\$ 15,319.62
Yavapai College	Precision Machining	1	\$ 5,738.81	\$ 493.69	4900	1 Vector Drive 20HP Smart Drive for CNC Machine	To train students in precision machining utilizing a modern drive for CNC machine that increased speed and cutting ability.	\$ 6,232.50
Grand Total								\$ 21,552.12

USFR for Arizona School Districts (6731-6739)

Expenditures for initial, additional, and replacement equipment in the categories below. Also, include the present value amount of capital leases of equipment in the year of acquisition. Periodic lease payments should be coded to expenditure object codes 6832 and 6842.
Equipment should be classified in the applicable detailed object codes below and cannot be paid for from the M&O Fund.

EXPENDITURE OBJECT CODES

Cost Less than \$5,000*	Cost \$5,000 or More*	Equipment Categories
6731 and/or 6732	6733	Furniture and Equipment (see examples below)
6734 and/or 6735	6736	Vehicles (Buses, cars, trucks, vans, etc.)
6737 and/or 6738	6739	Technology-related Hardware and Software (see examples below)

* Arizona school districts do not use a dollar threshold for determining whether an item is equipment or a supply. The detailed equipment classifications above allow correct coding of equipment in accordance with Arizona requirements and separate identification of lower cost items for federal grant reporting, including indirect cost reporting.

An item should be coded as equipment if it is included in the examples below or if it meets all three equipment criteria below the tables. Items listed as equipment examples below should not be evaluated using the equipment criteria. The examples are provided to ensure consistent treatment by all districts. Also, the examples include certain items that are exceptions to the equipment criteria, such as component parts.

Furniture and Equipment Examples (Object codes 6731-6739)

Athletic Equipment	Furniture/Furnishings	Fixtures
• Blocking sleds	• Bookcases	• Bleachers (indoor)
• Chalk line dispensers	• Chairs	• Ceiling fans
• Fitness Machines	• Desks	• Chalkboards/Whiteboards
• Goal posts (movable)	• Filing Cabinets	• Drinking fountains
• Helmets/Pads	• Large area rugs	• Hot water heaters
• Hurdles	• Tables	• HVAC units
• Mats	Component Parts	• Light fixtures
• Nets (Tennis/Volleyball)	• A/C compressors	• Sinks
• Tackling dummies	• Automotive engines	• Toilets
• Weights		• Wall mirrors

Other Equipment*

- Appliances (kitchen)
- Battery chargers
- Copiers (off-network)
- Key cutters
- Leaf blowers
- Paint sprayers
- Sewing machines
- TVs
- Washers/Dryers
- Items may be coded to Technology-related Hardware and Software if connected to a computer network.
- Auto Diagnostic machines
- Cameras (photo & video)
- DVD/Blu-ray players
- Kilns
- Microwaves
- Power tools
- SPED assistance equipment
- Two-way radios
- Welders

- Bar code scanners
- Cash registers
- Floor jacks
- Laminators
- Musical Instruments
- Satellite dishes
- Telephones
- Vacuums

Technology-related Hardware & Software Examples (Object codes 6737-6739)

- Computers (tablets, laptops, etc.)
- Computer monitors
- Copiers (on-network)
- Network equipment
- Projectors
- Printers
- Scanners
- Smart Boards
- Software (Non-instructional)

Equipment Criteria

If an item is not included in the examples above, it should be coded as equipment if it meets ALL of the following:

1. Typically has a useful life of at least one year.
2. Typically repaired rather than replaced when worn or damaged.
3. An independent unit that retains its original shape, appearance, and character with use and does lose its identity through fabrication or incorporation into a different or more complex unit or substance.

DISCLAIMER FOR CHARTER SCHOOLS

All capital items with a unit cost of \$5000 or greater MUST be coded as 0190 in your budget and included on this Capital Outlay Worksheet.

All capital items with a unit cost less than \$5000 MUST NOT be coded as 0190 in your budget and MUST NOT be included on this Capital Outlay Worksheet.

Related Documents		
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins		
ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document does not include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.		
Optional Documents		
Type	Document Template	Document/Link
CTE Comprehensive Local Needs Assessment	 <u>Comprehensive Local Needs Assessment</u>	 <u>CLNA with corrected date</u>
Directed Improvement Plan	 <u>Directed Improvement Plan</u>	
Job Description (LEAs own document)	N/A	
Purchased Services Contracts (LEAs own documents)	N/A	
Other	N/A	 <u>YC Strategic Plan</u>  <u>GEPA Form</u>

Substantially Approved Dates

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Substantially Approved Dates

Grant	Substantially Approved	Substantially Approved Date
CTE Postsecondary Federal Perkins	Yes ▼	07/01/2024 

Substantial Approval Guidance

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - Substantially Approved Dates

Substantial Approval Guidance

- **What is the difference between substantial approval and SEA Director Approval?**

Substantial approval means there is a submitted funding application with a reasonable attempt at a budget and that there is a General Statement of Assurances (GSA) in "SEA General Statement of Assurance Accepted" status. This is affirmation that an LEA intends to accept monies from a particular funding source and agrees to abide by all assurances in the GSA.

SEA Director Approval, on the other hand, is confirmation that the grant program area has provided final director approval to the funding application submitted, and via this director approval the LEA understands that grant expenditures must meet all applicable rules and requirements of the funding source. SEA Director Approval status also enables the LEA to submit GME Reimbursement Requests during the applicable project period.

- **What is the earliest date for substantial approval?**

The grant's project start date is the earliest substantial approval date. For instance, July 1st is the project start date for many federal and state grants and thus July 1st would be the earliest substantial approval date.

Applications submitted in a substantially approvable state *prior* to or on a grants project start date will receive the project start date as the substantial approval date.

- **What if my funding application isn't substantially approved by the grant's project start date?**

It is important to remember that the substantially approved date is the **obligation date** tied to the date your funding application is submitted in a substantially approvable state. This means that once your grant project receives SEA Director approval, you may submit Reimbursement Requests in GME. Expenditures can then be reimbursed from the date the funding application was substantially approved.

A substantially approved date of August 15th, for example, would prevent an LEA from being reimbursed for any expenditures which happened between July 1st and up to the August 15th substantial approval date.

- **Can my LEA just submit a request for pre-award costs to allow for missing a timely substantial approval date?**

The ADE no longer has the authority to approve pre-award costs per the US Department of Education CFR200.458.

CTE Postsecondary Federal Perkins Checklist

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 3 - CTE Postsecondary Federal Perkins Checklist

This checklist is a means of communication between the ADE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, the ADE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application approval process will continue.
- If the application contains items that are marked as Needs Attention, the application cannot be approved and will be returned to the LEA for edits. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where the ADE may provide notes to explain items needing attention. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application. If the ADE determines that the item has been corrected, Attention Needed will be changed to OK by the ADE Reviewer. If the items needing attention still have not been corrected, the application will be returned again to the LEA with a status of Not Approved.
- Applications that contain no items that are marked Attention Needed can be moved forward through the approval process.

Checklist Description [\(Collapse All\)](#) [Expand All](#)

☐	1. General Statement of Assurance (GSA) has been submitted	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
	1. GSA location to review submission status: GME Main Menu > Entity Information > General Statement of Assurances link			
	2. If no, contact Grants Management through history log and select No from dropdown of checklist			
☐	2. FFATA & GSA Verification page has been completed	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
	1. Description is included			
	2. All LEA information has been submitted			
☐	3. Reviewed LEA for outstanding Issues	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
	1. Outstanding Completion Report (s)			
	2. Outstanding Refund (s)			
	3. Programmatic Holds (s)			
☐	4. Reviewed for High Risk Status	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
	1. Is this LEA under a high risk status			
	2. Program area may need to apply additional monitoring			
☐	5. Capital Outlay Worksheet page has been reviewed	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
	1. Capital Outlay Worksheet line items are corroborated in Budget Detail line items			
☐	6. General Statements	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM

1. College agrees to Program Assurances, Fiscal Assurances, and Accountability Assurances.			
2. College agrees to carry out Federal Perkins Requirements.			
3. College satisfactorily completes the Desk Monitoring- Fiscal Assurances section.			
	7. Budget	OK ▼	Audrey Dieken 5/5/2025 8:26:33 AM
1. All expenditures must support one or more objectives.			
2. The total allocation must be budgeted.			
3. All expenditures are listed in the appropriate budget codes.			
4. Salaries must be listed in object code 4100 or 4150. If positions involve face-to-face with students, use object code 4100; if positions are support use object code 4150. Narrative includes job title and FTE. (i.e., Instructional Aide-Culinary, .5 FTE) If new position, include "new". Job description must be uploaded into Related Documents section for each position.			
5. Benefits must be listed in object code 4200.			
6. Stipends indicate extra duty or extended contract pay. Narrative must include #hours X \$/hour X #people=total stipend. Narrative must include activities to be performed.			
7. Supplies includes only program-specific instructional consumable supplies and not any general supplies. Instructional supplies must include a general list of supplies with dollar amount and program area in the narrative to be considered for approval. Include site if applicable. Instructional software must list specific software, dollar amount and program.			
8. Equipment Supplies under \$5,000 (Object Codes 6731, 6732, 6734, 6735, 6737 and 6738) and Capital Equipment (Object Codes 6733, 6736 and 6739) must be included on the Capital Outlay Worksheet and include CTE Program Name, School Name, Quantity, Cost Per Unit, Tax/Shipping/Handling, Object Code and an Item Description.			
9. The Federal Perkins Grant may not exceed the 5% cap for administrative costs (which includes Indirect + Support Services Administration expenditures). This is not automatically tallied by the grant and must be determined manually. The application may not be approved if this is exceeded.			
10. NOTE: For professional development and training activities, supporting documentation for registration and travel should be available upon request.			
	8. Assurances	OK ▼	Audrey Dieken 5/5/2025 8:26:33 AM
1. Confirm that each assurance area has been check "Yes" by the college and no response is left blank.			
	9. Federal Perkins Requirements	OK ▼	Audrey Dieken 5/5/2025 8:26:33 AM
1. College affirms that they will carry out all requirements by indicating "Yes" in the check box.			
	10. Desk Monitoring- Fiscal Assurances	OK ▼	Audrey Dieken 5/5/2025 8:26:33 AM
1. Financial Audit- The date of the most recent annual audit must be entered along with the name of the entity completing the audit.			
2. Financial Audit- All audit findings related to the Federal Perkins Grant funds must be described. If none, indicate N/A.			
3. Fiscal Monitoring- "Yes" or "No" should be checked indicating whether or not the college is requesting a monitoring/technical assistance for their Federal Perkins Grant.			

4. Financial Benefit- All questions should be answered with a "No" otherwise a correction action plan must be added to the comment box.			
5. Entertainment Costs- All questions should be answered with a "No" otherwise a corrective action plan must be added to the comment box.			
6. Capital Equipment Inventory- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
7. Supplement Not Supplant- College should answer "Yes" or "No" for each question in this section. If "Yes" is indicated, an explanation must be provided by the college. The Grant Program Specialist must inquire further for any affirmative answer to determine whether or not supplanting has occurred.			
8. Time & Effort- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
 11. Postsecondary Occupational Programs	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
1. College lists all programs that will be provided this year and supported with Federal Perkins funds.			
2. List is by location, program title and CIP code.			
 12. Evaluation & Accountability	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
1. Recipient has provided the date of the most recent Local Needs Assessment and has uploaded a copy into the Related Documents area of the grant.			
2. Recipient has provided a summary of the results of their analysis from the Local Needs Assessment (or progress analysis in the off year) and has included all major areas of focus to be addressed this year.			
3. Recipient has provided a measurable objective (SMART) describing how they will implement an evaluation of the activities carried out by Perkins funds this year.			
4. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
5. Progress Summary not due until June 30th.			
6. Repeat review of objectives if additional were submitted.			
 13. Career Exploration/Career Development Activities	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
1. Recipient has provided a description of the career exploration and/or career development activities they will provide so that students can make informed choices regarding future education, career opportunities and programs of study.			
2. Recipient has provided a measurable objective (SMART) related to the provision of career exploration and/or career development activities carried out by Perkins funds this year.			
3. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
4. Progress Summary not due until June 30th.			
5. Repeat review of objectives if additional were submitted.			
 14. Professional Development	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
1. Based on the results of the Local Needs Assessment (or summary of progress in the off year), the recipient provided a description of the professional development activities to be provided or supported this year.			

	2. The recipient provided a description of how specifically they will provide or support professional development activities focused on embedding professional skills and academic content into career and technical education programs/courses.	
	3. A measurable objective (SMART) was provided regarding how the entity will provide/support career and technical education professional development with Perkins funding.	
	4. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	5. Progress Summary not due until June 30th.	
	6. Repeat review of objectives if additional were submitted.	
15. Skill Development	OK	Audrey Dieken 5/5/2025 8:26:33 AM
	1. Recipient provided an explanation of how the career and technical education programs offered ensure that students have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations.	
	2. A description of how the results of the Local Needs Assessment (or progress summary in the off year) supports the choice of programs/programs study being offered was provided (as listed in the Postsecondary Occupational Programs section of the grant). An analysis was provided to support their choice of programs.	
	3. A description was provided indicating how all students will learn about their career and technical education offerings.	
	4. The recipient provided a description of the extra steps to be taken to inform/recruit special population students into career and technical education programs.	
	5. A description was provided regarding how the recipient will coordinate with local workforce development boards, local workforce agencies, one-stop delivery systems and other partners in their community.	
	6. A measurable objective (SMART) was provided regarding how the recipient will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students.	
	7. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	8. Progress Summary not due until June 30th.	
	9. Repeat review of objectives if additional were submitted.	
16. Academic Integration	OK	Audrey Dieken 5/5/2025 8:26:33 AM
	1. Based on the results of the Local Needs Assessment, the recipient provided an explanation of how they will improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure learning in the subjects constitutes a well-rounded education.	
	2. A measurable objective (SMART) was provided regarding how the recipient will support the integration of academic skills into career and technical education programs/programs of study this year.	
	3. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	4. Progress Summary not due until June 30th.	
	5. Repeat review of objectives if additional were submitted.	
17. Increase Student Achievement	OK	Audrey Dieken 5/5/2025 8:26:33

				AM
	1. Based on the results of the Local Needs Assessment (or the analysis of progress in the off year), a description was provided on how Perkins funding would be utilized to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.			
	2. A description was provided on how the recipient will ensure equal access for all special populations students to career and technical education programs/programs of study.			
	3. A description was provided on how the recipient will ensure that members of special populations are not discriminated against based on their status as members of special populations.			
	4. A description was provided regarding how students participating in career and technical education programs will be offered the opportunity to gain postsecondary credit while still attending high school. If not available, they must indicate at least an N/A.			
	5. The recipient provided an explanation of how they will support career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential.			
	6. A measurable objective (SMART) was provided focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement.			
	7. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
	8. Progress Summary not due until June 30th.			
	9. Repeat review of objectives if additional were submitted.			
	18. Performance Measure Improvement Plan(s) / Directed Improvement Plan(s)	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
	1. Recipient has completed a separate Performance Measure Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance.			
	2. Box 1: Identifies the specific performance measure not met (1P1, 2P1 etc...).			
	3. Box 2: Indicates numerically the college level of performance achieved for this measure.			
	4. Box 3: Indicates numerically the State Determined Level of Performance (SDLP) for this measure.			
	5. Box 4: Indicates numerically 90% of the SDLP for this measure.			
	6. Box 5: Indicates numerically at least a "1" but not exceeding a "2." Performance measures not met for three or more consecutive years requires a separate Directed Improvement Plan be completed. The Grants Program Specialist will work with the college to complete that separately and ensure that it is uploaded into the Related Documents area of the grant once completed.			
	7. Box 6: Adequately identifies causes for the deficiency.			
	8. At least one measurable objective (SMART) is created along with action steps, identified party and proposed completion date. All appear reasonable and adequate to address the performance measure.			
	9. Repeat process for any additional Performance Measure Improvement Plans submitted in the grant.			
	10. Performance Improvement Plan(s) / Directed Improvement Plan(s) due on January 15th.			
	11. Performance Measure Improvement Plan(s) summary of progress due on June 30th			
	12. Directed Improvement Plan(s) must submit an update of progress on March 30th and summary of progress due on June 30th.			
	19. Entity For Profit / Non Profit Status has been verified for grant funding eligibility	OK ▼	Audrey Dieken	5/5/2025 8:26:33 AM
	1. Entity's For Profit / Non Profit status selected on the General Statement of Assurances (GSA)			

matches the For Profit / Non Profit status selected on the Funding Application's "For Profit/Non Profit Disclaimer & Attestation" page.	
2. If "For Profit" status has been selected, eligibility for grant funding has been confirmed	
3. If "For Profit" status prohibits eligibility for grant funding, appropriate action has been take to advise entity of their ineligible status. (1. Create/email a History Log comment advising entity of ineligibility; 2. Follow process to forfeit allocation).	

History Log

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	8/22/2025 1:16:58 PM	Kevin Imes	Status changed to 'SEA CTE Postsecondary Federal Perkins Director Approved'.	S
	8/22/2025 11:31:54 AM	Audrey Dieken	Status changed to 'SEA CTE Postsecondary Federal Perkins Program Specialist Approved'.	S
	8/22/2025 8:09:49 AM	Rebekka Bartels	Status changed to 'LEA Authorized Representative Approved'.	S
	8/22/2025 8:09:40 AM	Rebekka Bartels	Status changed to 'LEA Business Manager Approved'.	S
	8/21/2025 4:28:51 PM	John Morgan	Status changed to 'Revision Completed'.	S
	6/17/2025 3:57:36 PM	John Morgan	Status changed to 'Revision Started'.	S

Allocations			
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Allocations			
	(1)	CTE Postsecondary Fe CFDA: 84.048A	Total
Original		\$274,906.86	\$274,906.86
Incoming Carryover		\$0.00	\$0.00
Outgoing Carryover		\$0.00	\$0.00
Reallocated		\$0.00	\$0.00
Additional		\$11,507.65	\$11,507.65
Incoming Interest Carryover		\$0.00	\$0.00
Released		\$0.00	\$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
CR Released		\$0.00	\$0.00
Total		\$286,414.51	\$286,414.51

Funding Disclaimer

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Funding Disclaimer

Funding Disclaimer

The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, or Grantee becomes otherwise ineligible for funding, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.

☒ **Check to acknowledge**

FFATA & GSA Verification

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - FFATA & GSA Verification

FFATA & GSA Verification

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

☒ * Yes

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

☒ * Yes

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

Continue to fund capital needs for programs to lower student to equipment rations, provide CTE training for faculty and staff, specific marketing initiatives by program area, continuation of virtual reality training for career exploration as well as in the classroom, supply needs specific to targeted programs, and other depending on allocation amounts.

For Profit/Non Profit Disclaimer & Attestation

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - For Profit/Non Profit Disclaimer & Attestation

For Profit/Non Profit Disclaimer & Attestation

By accepting a Grant Award from the Arizona Department of Education, Subrecipient hereby agrees to comply with all applicable local, state, and federal laws, rules and regulations and guidance now in effect or as may be amended during the term of this Grants Award.

Some grant funding **may not** be available to all entities seeking grant funds and will require entity validation before the funding process can continue.

In order to maintain compliance with local, state and federal laws, **entities must identify their For Profit or Non Profit status** on the annual General Statement of Assurances (GSA).

The identified status must also be attested to on all funding applications to further qualify eligibility for grant funding review.

*** Please select one status from the drop-down menu**

Non Profit ▼

If "For Profit" was selected, please contact the program area for this grant before proceeding with the application, as further eligibility consideration may be required.

Subrecipient certifies that the status selected above is valid and that the General Statement of Assurances (GSA) also reflects this status:

☒ * Yes

Program Information / Instruction
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Program Information / Instruction
CTE Federal Perkins Important Dates and Deadlines
• Final Approval of Initial Application (by SEA): July 1, 2024 • Project Start Date: July 1, 2024 • Project End Date: September 30, 2025 • All Reimbursement Requests must be submitted and approved PRIOR to the project end date. Reimbursement Request deadlines will be set, as applicable, based on ADE/ADOA Accounting requirements for fiscal year and/or project end dates
Contact Information:
For questions, please contact the Program Area at(602) 542-5282
For technical assistance with GME, submit a Service Ticket at https://helpdesk.azed.gov/

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Contacts

Contact Information

	Name	Email Address	Phone Number
CTE Director Name	* John Morgan	* john.morgan@yc.edu	* 928-717-7721
Business Manager	* Frank D'Angelo	* Frank.D'Angelo@yc.edu	* 928-771-4885
CTE Data Reporter	* Tom Hughes	* tom.hughes.yc.edu	* 928-776-2205

Assurances
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Assurances
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 Strengthening CTE for the 21st Century Act of 2018.
Program Assurances
* The college agrees to the following program assurances:
☒ Yes ☐ No
1. Eligible recipients will annually evaluate their Career and Technical Education Programs to assess progress or all students, including special populations, in meeting Arizona's core indicators of performance [§123(b)(1)]. Special populations are defined as "...individuals with disabilities, individuals from economically disadvantaged families, nontraditional students, single parents, out of workforce individuals, English learners, homeless students, youth in foster care or who have aged out and youth with a parent on active military duty. 2. Individual 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 based on their status as member so special populations [§122(c)(2)]. 3. 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 determined levels of performance and to prepare them for further learning and high skill, high wage or high demand careers [§122(c)(2)]. 4. Eligible recipients will assure provision of a career and technical education program that is of such size, scope and quality to bring about improvement in the quality of career and technical education and provide services and activities that are of sufficient size, scope and quality to be effective [§135(b)]. 5. Eligible recipients will assure the provision of career exploration and career development activities through an

organized, systematic framework designed to aid students (including in the middle grades) before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education, career opportunities and programs of study [§135(b)(1)].

6. 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(d)(13)(A) 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(d)(13)(B)].

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 [§211(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. 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 [§113(b)(3)(C)].

2. Eligible recipients will develop an Improvement Plan if at least 90% of the State Determine Level of Performance (SDLP) is not met [§122(b)]. Improvement plans will be submitted through the grant application for review and approval by the assigned Grant Program Specialist.

3. The college 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 grant objectives and the State Determined Levels of Performance.

4. The college 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 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Assurances

*** 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 COLLEGE AGREES.

The Community College hereby assures to the Arizona Department of Education that it will comply with the Federal Perkins requirements listed below:

LOCAL PLAN FOR CTE

The community college will conduct a comprehensive local needs assessment related to career and technical education and include the result of the needs assessment in the local application. The comprehensive needs assessment must be completed not less than once every two years [§134(c)(1)(A-B)]. Provide a coherent sequence of instruction in career and technical education programs. Provide a list of all CTE programs and related courses offered in the coherent sequence of instruction to deliver all state designated standards. Please also see Grants Management Resource Library for §134 Local Application for Career and Technical Education Programs.

PERFORMANCE LEVELS

Carry out career and technical education programs to meet state/local adjusted levels of performance [§122(b) and §113(b)]. Develop a means to analyze and review CTE programs, including assessments of how the needs of special populations are being met [§134(b)(5) and §134(b)(9)].

SKILL ATTAINMENT

Provide within the career and technical education programs the skills necessary to pursue careers in high skill, high

wage or in-demand industry sectors or occupations [§135(b)(3)]. Support integration of academic skills into career and technical education programs and programs of study to support participants at the secondary school level in meeting the challenging State academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 and support participants at the postsecondary level in achieving academic skills [§135(b)(4)].

PROGRAM IMPROVEMENT

Each eligible agency shall evaluate, using the local levels of performance described in §134(b)(4), the career and technical education activities being supported through the receipt of funding. The eligible recipient shall develop and implement a program improvement plan that includes an evaluation of the performance disparities or gaps identified under §113(3)(C)(ii)(II) and action that will be taken to address such gaps.

INVOLVE STAKEHOLDERS

In conducting the comprehensive local needs assessment and developing the local application, an eligible recipient shall involve a diverse body of stakeholders [§134(d)].

ACCESS/PROGRESS/SUCCESS FOR SPECIAL POPULATIONS

Eligible recipients will provide activities that prepare special populations for high skill, high wage or in-demand industry sectors or occupations that will lead to self-sufficiency, prepare participants for nontraditional fields, provide equal access for special populations to career and technical education and ensure that members will not be discriminates against on the basis of their status as members of special populations [§134(b)(5)]. Special populations include all of the following: individuals with disabilities, individuals from economically disadvantaged families, individuals preparing for nontraditional fields, single parents, out-of-workforce individuals, English learners, homeless individuals, youth in foster care or who have aged out of foster care and students with active duty military parent(s) [§135(b)(5)].

NONTRADITIONAL TRAINING

Eligible recipients will prepare career and technical education participants for nontraditional fields of work. Nontraditional fields are occupations or fields of work for which individuals from one gender comprise less than 25% of the workforce population [§135(b)(5)(B)].

PROFESSIONAL DEVELOPMENT

Eligible recipients will provide professional development related to the provision of career and technical education services for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors or paraprofessionals [§135(b)(2)].

ARTICULATION

Plan and carry out elements that support the implementation of career and technical education programs and programs of study that result in increasing student achievement [§134(b)(5)].

CAREER GUIDANCE

Provide career exploration and career development activities through an organized systematic framework designed to aid students, including the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§134(b)(1)].

FACULTY RECRUITMENT AND RETENTION

Eligible recipients will coordinate with institutions of higher education to support the recruitment, preparation, retention and training, including professional development, of teachers, faculty, administrators, specialized instructional support personnel and paraprofessionals who meet applicable State certification and licensure requirements, including individuals from groups underrepresented in the teaching profession [§134(b)(8)].

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Assurances

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 Strengthening Career and Technical Education for the 21st Century Act.

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(d)(13)(A)].

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

*

03/21/2024



*

Arizona Auditor General

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

N/A

* 3. Are you requesting a monitoring/technical assistance visit in support 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(d)(13)(B)].

* 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.

* 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.

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.

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.

* 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.

* 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.

* 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.

* 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.

* 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.

* 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.

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 [§211(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.

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

☐ Yes

☒ No

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

* 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.

TIME & EFFORT:

Charges to the Federal Perkins award for salaries and wages must be based on records that accurately reflect the work performed [2 CFR 200.430(i)].

* 1. Are charges to the Federal Perkins award for salaries and wages supported by a system of internal controls that

provide reasonable assurance charges are accurate, allowable and properly allocated?

- ☒ Yes
☐ No

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

* 3. Do the records for salary and wage charges to the Federal Perkins award comply with the established accounting policies and practices of the college?

- ☒ Yes
☐ No

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

* 5. Are charges to the Federal Perkins award for salaries and wages incorporated into the official records of the college?

- ☒ Yes
☐ No

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

* 7. Do the records for salary and wage charges reasonably reflect the total activity (both federally assisted and all other activities) for which an employee is compensated (not to exceed 100%)?

- ☒ Yes
☐ No

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

* 9. Do the records for salary and wage charges support the distribution of an employee's salary or wages among specific activities or cost objectives?

☒ Yes

☐ No

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

Procurement Standards

* 1. The recipient is in compliance with the revised procurement standards as outlined in the Uniform Grant Guidance [§200.317 through §200.326]?

☒ Yes

☐ No

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

Budget

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - 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	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

Budget By Function Codes

Object Code	Total
4100 - CC - Salaries - Instructional	\$6,901.42
4150 - CC - Salaries - Non-Instructional	\$0.00
4200 - CC - Employee - Benefits	\$1,380.28
4250 - CC - Travel	\$54,481.42
4300 - CC - Supplies and Materials	\$68,757.16
4400 - CC - Purchased Services / Consultant Fees	\$119,600.11

4500 - CC - Tuition		\$0.00
4600 - CC - Printing and Reproduction		\$5,600.00
4700 - CC - Utilities and Communications		\$0.00
4800 - CC - Other Expenses		\$8,142.00
4900 - CC - Capital Outlay		\$21,552.12
9999 - CC - Indirect Costs		\$0.00
	Total	\$286,414.51
	Adjusted Allocation	\$286,414.51
	Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4100 - CC - Salaries - Instructional - \$6,901.42 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$2,400.00	\$2,400.00

Narrative Description

Stipend for faculty member to participate in industry internship to upgrade skills. \$30 per hour x 80 hours = \$2,400.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$4,501.42	\$4,501.42
Narrative Description Stipends for new faculty to participate in teacher education program prior to the start of the semester, as well as teacher educators stipend to teach training classes for CTE instructors 8 hours for instructor prep and delivery at \$30 per hour (\$240), and 16 hours of training for new adjuncts/faculty at \$30 per hour (\$560). As follows: 14 @ \$560 for trainees = \$7,840 9 trainers @ \$240 each = \$2,160					
Total for 4100 - CC - Salaries - Instructional					\$6,901.42
Total for all other Object Codes					\$279,513.09
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$286,414.51
Remaining					\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4200 - CC - Employee - Benefits - \$1,380.28 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4200 - CC - Employee - Benefits	0000 - Other ▼		1.00	\$900.28	\$900.28

Narrative Description

Benefits paid as part of stipends for instructors to attend teacher educator training @ 20% of \$10,000 equals \$2,000 benefits for 14 trainees and 8 trainers.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4200 - CC - Employee - Benefits	0000 - Other ▼		1.00	\$480.00	\$480.00
Narrative Description					
Benefits paid for instructor to participate in summer industry intership					
Total for 4200 - CC - Employee - Benefits					\$1,380.28
Total for all other Object Codes					\$285,034.23
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$286,414.51
Remaining					\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4250 - CC - Travel - \$54,481.42 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$8,861.77	\$8,861.77

Narrative Description

Send 2 individuals including faculty and Directors to National Association of EMS Educators Symposium, ACERT Conference, Accredicon for COAMES EMS, ODEN Conference, and ACEN Conference for training

in various areas including nursing, EMS, and Radiology. Includes flights, lodging, mileage, and registration fees.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4250 - CC - Travel	0000 - Other ▼		2.00	\$1,373.88	\$2,747.76	
Narrative Description						
Send CTSO Advisors to FBLA National Conference for Business Department. Includes flights, lodging, mileage, meals, and registration fees.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4250 - CC - Travel	0000 - Other ▼		2.00	\$897.53	\$1,795.06	
Narrative Description						
Send two FBLA Advisors to Arizona Advisor Leadership Conference in Tucson for training related to Collegiate FBLA.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4250 - CC - Travel	0000 - Other ▼		19.00	\$1,699.64		

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Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4300 - CC - Supplies and Materials - \$68,757.16 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$10,578.74	\$10,578.74

Narrative Description

Purchase of 1095 flat bar steel and 1" aluminum round bar for machining objectives in precision machining program, hydraulic press, and air movers.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$8,036.33	\$8,036.33
Narrative Description					
Kitchen supplies for culinary including knives, cutting boards, storage racks, food processors, water softener, and other consumable supplies.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$15,848.44	\$15,848.44
Narrative Description					
Micropropagation equipment for Agriscience plant tissue culture training in the biotech portion of Agribusiness including glassware (test tubes, augers, beakers), portable table top purification hoods, petri dishes, digital scales, oxins, hormones, scalpels, forceps, sterilizing material, centrifuge.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$14,375.43	\$14,375.43
Narrative Description					

New supplies for Autobody program to upgrade skills attained under new instructor including various bodywork tools, sandpaper, Bondo, paint, dent pins, powder coating, tape, plastic wrap.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$1,850.00	\$1,850.00	
Narrative Description						
Purchase of Pro Finger Brake for Precision machining program to meet program equipment operation objectives.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$2,400.00	\$2,400.00	
Narrative Description						
Purchase of Vertical Belt Sander for Precision Machining to improve hands on skills and finishing of required student projects.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4300 - CC - Supplies	0000 - Other ▼					

	and Materials				1.00	\$1,180.09	\$1,180.09
Narrative Description							
Supplies for new Early Childhood FEC art lab including smocks, watercolors, canvasses, pipettes, wraps, tables, chairs.							
		</					

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4400 - CC - Purchased Services / Consultant Fees - \$119,600.11 ▼

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	\$19,000.00	\$19,000.00
Narrative Description					
Purchase of radio advertising and social media for critically needed CTE programs based on high wage, high demand, and attracting non-trad students. .					

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	\$15,003.61	\$15,003.61
Narrative Description					
Purchase of site licenses for Aviation simulator to enhance flight program with 3D flight simulation and to use to meet FAA flight hours instead of expensive aircraft hours.					
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	\$85,596.50	\$85,596.50
Narrative Description					
Rentals of Virtual reality headsets for use in early college career exploration as well as to enhance CTE courses through the use of VR for specific lessons including safety and other program specific applications.					
Total for 4400 - CC - Purchased Services / Consultant Fees					\$119,600.11
Total for all other Object Codes					\$166,814.40
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$286,414.51

Remaining

\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4600 - CC - Printing and Reproduction - \$5,600.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4600 - CC - Printing and Reproduction	0000 - Other ▼		1.00	\$5,600.00	\$5,600.00

Narrative Description

Produce informational Viewbooks pertaining to programs in Allied Health and CTE for distribution during various CTE recruiting events. Viewbooks list industry wages, explanations of the industry, and all of the programs available for students, promotion to non-trad students.

Total for 4600 - CC - Printing and Reproduction		\$5,600.00
Total for all other Object Codes		\$280,814.51
Total for all Object Codes		\$286,414.51
Adjusted Allocation		\$286,414.51
Remaining		\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4800 - CC - Other Expenses - \$8,142.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4800 - CC - Other Expenses	0000 - Other ▼		1.00	\$8,142.00	\$8,142.00

Narrative Description

Vouchers for Technical Skills Assessment 3rd party or licensure examinations for students who meet the criteria as economically disadvantaged.

Total for 4800 - CC - Other Expenses	\$8,142.00
Total for all other Object Codes	\$278,272.51
Total for all Object Codes	\$286,414.51
Adjusted Allocation	\$286,414.51
Remaining	\$0.00

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$286,414.51
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,215.88
Max Indirect Cost based on Total Allocation	\$21,215.88

4900 - CC - Capital Outlay - \$21,552.12 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other ▼		3.00	\$5,106.54	\$15,319.62
Narrative Description					
Custom Energy Fire Turnout gear sets.					

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other ▼		1.00	\$6,232.50	\$6,232.50
Narrative Description					
Upgrade to CNC Machine with 20 HP Smart Vector Drive for use in Precision Machining program.					
Total for 4900 - CC - Capital Outlay					\$21,552.12
Total for all other Object Codes					\$264,862.39
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$286,414.51
Remaining					\$0.00

Budget Overview

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4100 - CC - Salaries - Instructional		6,901.42	6,901.42
4200 - CC - Employee - Benefits		1,380.28	1,380.28
4250 - CC - Travel		54,481.42	54,481.42
4300 - CC - Supplies and Materials		68,757.16	68,757.16
4400 - CC - Purchased Services / Consultant Fees		119,600.11	119,600.11
4600 - CC - Printing and Reproduction		5,600.00	5,600.00
4800 - CC - Other Expenses		8,142.00	8,142.00
4900 - CC - Capital Outlay		21,552.12	21,552.12
Total		286,414.51	286,414.51
		Adjusted Allocation	286,414.51
		Remaining	0.00

Budget Overview Plus/Minus

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Function Code	0000 - Other	Total
Object Code		
4100 - CC - Salaries - Instructional	6,901.42 -\$5,498.58	6,901.42 -\$5,498.58
4200 - CC - Employee - Benefits	1,380.28 -\$1,099.72	1,380.28 -\$1,099.72
4250 - CC - Travel	54,481.42 -\$1,603.34	54,481.42 -\$1,603.34
4300 - CC - Supplies and Materials	68,757.16 +\$14,456.03	68,757.16 +\$14,456.03
4400 - CC - Purchased Services / Consultant Fees	119,600.11 +\$3.61	119,600.11 +\$3.61
4600 - CC - Printing and Reproduction	5,600.00 -\$4,400.00	5,600.00 -\$4,400.00
4800 - CC - Other Expenses	8,142.00 -\$1,858.00	8,142.00 -\$1,858.00
4900 - CC - Capital Outlay	21,552.12	21,552.12
Total	286,414.51	286,414.51

Adjusted Allocation	286,414.51
Remaining	0.00

Postsecondary Occupational Programs

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

List all of the occupational program(s) in alphabetical order, by college, which will be assisted with Perkins funds.

Program Title	Location	CIP Code
* Allied Health	* Prescott, Verde, Prescott Valley	* 51.0000
* Fire Science	* Prescott, Verde	* 43.0203
* Culinary	* Prescott, Sedona	* 12.0500
* Agriscience	* Chino Valley	* 01.0000
* EMS	* Prescott, Verde	* 51.0904
* Early Childhood Education	* Prescott	* 13.1210
* Air Transportation	* Prescott	* 36.0202
* Business Management	* Prescott	* 52.0201
* Automotive Collision Repair	* Prescott	* 47.0603
* Precision Machining	* Prescott	* 48.0510.00

Evaluation & Accountability

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Evaluation & Accountability

Each entity receiving funding shall develop and implement evaluations of the activities carried out with Perkins funds, including evaluations necessary to complete the comprehensive local needs assessment and provide required local data to ADE [§135(b)(6)].

As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis for evaluation and accountability criterion. Please include all the major areas of focus resulting from your review which will be addressed during this grant period.

* Please indicate the completion date of the most recent Local Needs Assessment.

04/26/2024 

* As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis. Please include all the major areas of focus resulting from your review which will be addressed during this grant period. Results must also include identification of program access gaps or gaps in performance for special populations students.

YC will continue to work on virtual reality, with particular emphasis and career exploration for early college and prospective college students in order to guide them into making decisions based on whether the industry will be suitable for their likes. We will also continue to capitalize certain programs with equipment to maintain low student to equipment ratios, ensuring a rigorous hands on experience. YC will also produce non-trad recruiting materials through the viewbooks created for CTE and Allied Health Divisions. Monies will also be utilized to provide training to faculty, including the bootcamp for new adjuncts and full-time faculty, as well as various other trainings throughout the year including the AzCTE summer conference, AACC Workforce Development conference, and other Allied Health trainings to be determined.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will implement an evaluation of the activities carried out with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-

Oriented and Timely.

By September 30th, 2024, train new CTE adjunct and full time faculty on classroom teaching techniques, lab sheet and rubric development, use of virtual reality in the classroom, syllabus development, lab safety, course calendar development, and use of the CANVAS LMS platform.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

With continued teacher turnover, it is imperative to provide basic instruction training since most come from industry and do not have teaching backgrounds. It is also important that they learn to use and understand virtual reality in the classroom which is a key college initiative.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

A bootcamp was held in August, and another is set to be this coming August because of the way the grants overlap. New full time and adjunct faculty participated where they received training in rubrics, lab safety, course development, LMS platforms, VR/AI, and syllabus development. They also reviewed the latest technology being used at YC. All received training stipends through the Perkins grant including the various presenters. Our intent is to continue to do this every year.

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, purchase all capital equipment for identified programs as evidenced by receipts of purchase and placement of said equipment into the accompanying laboratories.

2) Provide a justification for your choice of objective and how it will address your identified need.

YC desires to continue to keep low student to equipment ratios in order to ensure appropriate hands-on training with plenty of time on task for students to become competent with a skill.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

All capital equipment was purchased and put into various labs to help achieve low student to equipment ratios, which continues to be a key goal in the CLNA and will be for the foreseeable future. This is especially important based on

how fast the dynamic is changing in terms of new technology industry is gravitating to. It is an expensive proposition. This year capital was spent on Firescience equipment and on CNC upgrades.

Measurable Objective Three (Optional)

- 1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.
- 2) Provide a justification for your choice of objective and how it will address your identified need.
- 3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Career Exploration/Career Development

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Career Exploration/Career Development Activities

Each entity receiving funding shall provide career exploration and career development activities through an organized, systematic framework designed to aid students, including in the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§135(b)(1)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the career exploration and/or career development activities you will engage in this year in order to aid students in making informed plans/decisions regarding future education, career opportunities and programs of study. YC will continue to invest through Perkins on virtual career exploration which is proving to be popular for students in both the early college and adult realm. With access to over 92 careers through the VR headsets, students are able to try an activity in a career of their choice through a virtual world.

Measurable Objective One (Required)

* 1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 1st, 2024, rent virtual reality goggle from Transfr for student utilization of career exploration in making decisions on what program is an appropriate fit for them as evidenced by headsets rented and the accompanying receipts.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Selecting a CTE career is a challenging issue for students, especially those who are in the Early College program. Being able to explore career in the virtual work can be helpful to students who are uncertain. The number of careers within the headsets has double from 48 to 92 in the last year, giving students many options to try something in. Using VR has proven to be a very real way for students to get a feel for what a task might be on the job that they are considering.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

YC continued to use the VR headsets this year with special emphasis on Early College programs and assisting students with pursuing careers in the CTE pipeline from CTED's through early college and beyond high school. We will continue to do this in the next grant cycle as it was proven to be effective for career exploration, but we will pull back on some of the instructional use which did not live up to expectations in specific program areas. As a career exploration tool it is very good. As a replacement for hands-on CTE instruction it is not effective enough to justify the costs going forward with the exception of a couple of academic areas. Next year will reduce the budget to less than \$35,000.

Measurable Objective Two (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By March 1st, 2025, YC will host the annual CTE Day for over 400 high school students, exposing them to 26 YC CTE programs in preparation for registration through the two local CTEDs including MICTED and VACTE as evidenced by registrations for the event.

2) Provide a justification for your choice of objective and how it will address your identified need.

This annual event is a precursor for early college students registering for concurrent enrollment classes. Students get to meet with faculty and see the labs that they will be working in as part of the program they select.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

CTE Day continues to be a major hit and a chance for faculty to speak with students about their programs. It is capped at 400 students which we readily accommodated this year from 13 different high schools including public, private, and charter. We also added Career Days to the Verde Campus, where students were allowed to try some things specific to programs. This was different than CTE Day where they are exposed to 21 programs. In the Verde there were only 6 programs which allowed for more time for students to complete hands-on activities. Industry also participated which was a nice part of the event.

Measurable Objective Three (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Professional Development	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins	
Professional Development	Each entity receiving Perkins funding will provide career and technical education professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals [§135(b)(2)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the professional development activities you will provide or support this year for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals. Please provide a detailed summary of CLNA analysis for professional development criterion. YC will continue to offer the new faculty boot camp, as well as send a variety of CTE instructors, Admin, and Staff to the AzCTE Conference, AACC Workforce Development Conference, and various trainings faculty need to maintain specific licensure needed to teach in various programs. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how specifically you will provide or support professional development opportunities focused on embedding professional skills and academic content into career and technical education programs/courses. YC will host a 4 day teaching bootcamp for new adjunct and full-time CTE faculty, as well as send CTE faculty to a variety of trainings specific to their areas. WE will also send staff to the annual AACC Workforce Development Conference where they will learn about new programs and up and coming CTE careers in the United States.
Measurable Objective One (Required)	* 1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely. By July 1, 2025, register up to 25 faculty, staff, and administrators to attend the ACTEAz conference in Tucson where they will receive premier training in a variety of CTE areas as evidenced by registrations. * 2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is critical to the success of the relationships between our secondary partners, and to receive training in many areas for faculty, staff, and admins. YC desires to keep strong partnerships in both dual and concurrent enrollment for early college students, and this conference allows YC to work with the secondary peers on a variety of fronts.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

YC sent 19 individuals to the AZCTEAz Summer Conference where they participated in numerous workshops and training in various CTE areas. Attendees included faculty, counselors, early college personnel, administrators, and other CTE staff.

Measurable Objective Two (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By February 15th, 2025, send up to 4 individuals to the annual AACC Workforce Development Conference as evidenced by conference registration.

2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is the premier conference for postsecondary CTE, and provides individuals with working knowledge of emerging technologies as well as information on the successes of other collegiate CTE programs from around the country.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Two individuals attended the AACC workforce development conference where they participated in workshops including new industry technologies, student retention strategies, new programs emerging and needed at state and national levels, workforce development strategies, and more. We could not take 4 due to the costs of the conference. We had enough for two in the budget.

Measurable Objective Three (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical

education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By September 30th, 2025, YC will send faculty and directors from Allied Health, EMS and nursing to conferences including the National Association of EMS Educators Symposium,

2) Provide a justification for your choice of objective and how it will address your identified need.

These conferences provide training to keep faculty and directors current in their roles, and also tie into accreditation of these programs with hours committed to annual training.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Allied Health faculty and staff attended a variety of conferences including NAEMS, ACEN, CoAEMSP, and the Nursing conference as evidenced by receipts of attendance.

Skill Development	Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins
Skill Development	Each entity receiving Perkins shall provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations [§135(b)(3)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide an explanation of how the career and technical education programs offered to students will ensure they have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations. Please provide a detailed summary of CLNA analysis for skill development criterion. YC saw much improved 3rd party testing scores this year, and we want to continue to keep that momentum going. YC desires to use a portion of the Perkins funding to pay for non-trad students who cannot afford the fees for 3rd party testing which is allowable under Perkins rules. These students would be identified based on financial aid qualifications. YC also will continue to work on lowering student to equipment ratios in order to help skill mastery. YC holds advisory board meetings, and all capital items must be voted on and approved by boards so that they can be placed into the budget planning process which include Perkins funding. YC has new metrics to follow when it comes to programs leading to a living wage. * Please provide a description of steps you will take to inform/recruit all students including special population students into career and technical education programs (special population students include all of the following categories: individuals with disabilities, from economically disadvantaged families, nontraditional students, single parents, out-of-workforce individuals, English learners, homeless students as defined by McKinney-Vento Homeless Assistance Act, youth who are in or aged out of foster care and youth with military parents on active duty) [-134(b)(2)]. YC holds CTE parent nights, where parents and prospective students are introduced to faculty, staff, and the labs that classes are held in. During these events, students get to find out what the program is all about, and the expectations of being in the program. YC also hosts 5 CTE open houses for anyone to come to, and try something that is done in the program. Through marketing and print material, YC targets non-trads in various programs, with gender non-trads

being the largest group targeted. YC also will host CTE Day for secondary students followed by early college registration in conjunction with the local CTEDs.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, YC will purchase and implement the use of capital equipment as listed in the capital expenditure pages in order to continue to ensure that students get adequate hands-on time using the most current equipment as evidenced by receipts from purchase.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Scores have gone up on 3rd party testing, and YC desires to continue the momentum we see in this area by continuing to purchase the needed equipment that helps make students competent.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

This year we focused on additional gear needed for the fire science program as well as the CNC program. Our third party pass rates continue to be high, and students are benefitting by having the right equipment as well as the availability to have good time on task with low student to equipment ratios. Both the Fire Science and the CNC programs have grown in student enrollment this year.

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By October 30th, 2025, make funding available to low-income non-trad students to help offset the costs of third party testing and licensure fees.

2) Provide a justification for your choice of objective and how it will address your identified need.

More students have indicated that they can't always pay for third party testing and licensure. This initiative is important to ensure that all students who desire the certifications and licensures have the means to do so.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Non-trad students who were economically disadvantaged were identified and able to take advantage of this for third party testing and licensure. Most of the students were in the Allied Health areas which have the most licensure and testing requirements in the college. More than 30 qualified students benefitted from the program as evidenced by licensure testing receipts.

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Academic Integration	Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins
Academic Integration	Each entity receiving Perkins funding shall support the integration of academic skills into career and technical education programs/programs of study to support students in meeting the challenging State secondary academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 or as participants at the postsecondary level in achieving academic skills [§135(b)(4)].
* Based on the results of your Local Needs Assessment (or review of progress in the off year) how will you improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure that learning in the subjects constitutes a well-rounded education [-134(b)(4)]. Please provide a detailed summary of CLNA analysis for academic integration criterion.	Academic integration is a required element at YC with three areas needing to be measured within CTE programs. These include communication, social responsibility, and critical thinking. An instructor can incorporate these into an identified class or classes as part of the degree or certificate earned. YC calls these areas "ILO's", or Institutional Learning Outcomes. HLC criteria determine the need for YC to do this. YC will also continue the "Math in Auto" initiative which has added key math components to the introductory auto classes. This has proven to be invaluable and helps get the math skills done very early on in the program so that they can be applied the rest of the way.
	Measurable Objective One (Required)
* 1) Provide a measurable objective describing how you will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.	By October 30th, 2025, YC faculty will have implemented assessment in their CTE programs pertaining to communication, social responsibility, and critical thinking.
* 2) Provide a justification for your choice of objective and how it will address your identified need.	This is a required institutional metric and part of our HLC accreditation.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

All required assessments were submitted as part of the annual assessment plan as well as program reviews. The rules changed mid-year, and faculty only had to select from one of the three areas each year to assess. Results were submitted to the SLOA committee in April.

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Increase Student Achievement	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins	
Increase Student Achievement	
Each entity receiving Perkins funding will plan and carry out elements that support the implementation of career and technical education programs/programs of study that result in increased student achievement [§135(b)(5)(A-T)]. A program/program of study is a coordinated, nonduplicative sequencing of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)].	
* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how you will utilize Perkins funds to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement. With more students taking and passing 3rd party accreditations, YC desires to continue using funding to help students who cannot afford to pay for 3rd party students. These non-trad students would be those who qualify based on financial need. * Provide a description of how you will ensure that members of special populations are not discriminated against based on their status as members of special populations [§134(b)(5)]. We encourage students to declare for ADA accommodations. We cannot force them to, but all students are made aware of the services. We also have 5 hours per week that students can go to lab based classes and work in the labs to catch up on any work that they did not complete during the regular time frames for classes. These labs are supervised by our full-time instructors, and have led to higher passing rates and increased program completion. YC is currently ranked 1st in the state for program completion and 2nd for third party licensure and certification. Students also have access to the Learning Center for tutoring, plus regular office hours held by faculty for additional help. * If available, how will students participating in career and technical education programs be offered the opportunity to gain postsecondary credit while still attending high school, such as dual or concurrent enrollment programs [§135(b)(7)]? YC has IGA's with every high school in Yavapai County for dual enrollment in CTE provided they have qualified CTE programs as evidenced by board approved IGA's. 2,600 Yavapai County secondary students participate in early	

college programs at YC in both CTE and Gen Ed courses. These are either through concurrent or dual enrollment arrangements. Many students graduate with a college certificate or degree at the same time they graduate from high school.

* How will you go about supporting career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential [§135(b)(5)(F)]?

We offer industry certifications or licensure in our CTE programs, but by law we cannot force students to take the tests at the post-secondary level. We do encourage them to do so, and provide funding through the Perkins grant to help offset costs of the tests for low income students. The local CTEDs that we partner in do require third party testing, so we test all of our secondary students who are in CTE programs, and the passing rates are very good.

Measurable Objective One (Required)

* 1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART By June 30th 2025, offer voucher assistance to students who are low income in order for them to take 3rd party licensure and certification as evidenced by applications and fees awarded.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This measure will offer students an incentive to take the 3rd party licensure and certification tests that they cannot afford due to low income status identified through the FAFSA application process.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

This continues to be well received, and more than 30 students were able to test for licensure who did not have the means to do so due to qualifying as economically disadvantaged. YC continues to lead the state for rural colleges in terms of how many licenses and certifications are taken and in passing rates.

Measurable Objective Two (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

State Determined Levels of Performance (SDLP)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

State Determined Levels of Performance (SDLP)

The following table illustrates the State Determined Levels of Performance (SDLP) as established for each Perkins performance measure. This section of the grant application will be populated once data is available during the funding year and will be directly uploaded into the grant application by ADE-CTE. Grant recipients will not be able to enter or modify this section of the grant application. Grant recipients must at least meet 90% of the established SDLP each year. If 90% of the STLP is not met for a measure, the funding recipient must create a Performance Measure Improvement Plan (see next section of the grant application).

All Performance Measure Improvement Plans are due no later than January 15th.

	1P1			2P1			3P1		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
SDLP									
90% of SDLP									

Performance Measures Improvement Plan(s)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins

Eligible recipients will complete a separate Performance Measures Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance (SDLP). Recipients must use this form for performance measures not met for at least one but not more than two consecutive years. Recipients must identify and address any disparities or gaps in performance among population subgroups as a part of their improvement plan(s) [§134(b)(9)]. If you have not met a CTE performance measure for three consecutive years or more, please contact your Grant Program Specialist for further instructions/assistance. Due: January 15th

Performance Measure Improvement Plan #1:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Two (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Three (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	

8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #2:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #3:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved

3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective: 

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #4:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #5:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #6:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #7:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #8:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Subtotals by Object Code

Object Code	Subtotal
6731	\$ 0.00
6732	\$ 0.00
6733	\$ 0.00
6734	\$ 0.00
6735	\$ 0.00
6736	\$ 0.00
6737	\$ 0.00
6738	\$ 0.00
6739	\$ 0.00
0190	\$ 0.00
4900	\$ 21,552.12
Total	\$ 21,552.12

Capital Outlay Worksheet

*** The CTE Program Name MUST be entered in the "Purpose" box for each item of equipment listed***

School Name	CTE Program	Quantity	Cost per Unit	Tax, Shipping & Handling	Object Code	Item Description	Purpose	Total
Yavapai College	Firescience	3	\$ 4,786.88	\$ 958.98	4900	3 sets of fire turnout gear.	Protection of fire academy cadets during live fire training.	\$ 15,319.62
Yavapai College	Precision Machining	1	\$ 5,738.81	\$ 493.69	4900	1 Vector Drive 20HP Smart Drive for CNC Machine	To train students in precision machining utilizing a modern drive for CNC machine that increased speed and cutting ability.	\$ 6,232.50
Grand Total								\$ 21,552.12

USFR for Arizona School Districts (6731-6739)

Expenditures for initial, additional, and replacement equipment in the categories below. Also, include the present value amount of capital leases of equipment in the year of acquisition. Periodic lease payments should be coded to expenditure object codes 6832 and 6842.
Equipment should be classified in the applicable detailed object codes below and cannot be paid for from the M&O Fund.

EXPENDITURE OBJECT CODES

Cost Less than \$5,000*	Cost \$5,000 or More*	Equipment Categories
6731 and/or 6732	6733	Furniture and Equipment (see examples below)
6734 and/or 6735	6736	Vehicles (Buses, cars, trucks, vans, etc.)
6737 and/or 6738	6739	Technology-related Hardware and Software (see examples below)

* Arizona school districts do not use a dollar threshold for determining whether an item is equipment or a supply. The detailed equipment classifications above allow correct coding of equipment in accordance with Arizona requirements and separate identification of lower cost items for federal grant reporting, including indirect cost reporting.

An item should be coded as equipment if it is included in the examples below or if it meets all three equipment criteria below the tables. Items listed as equipment examples below should not be evaluated using the equipment criteria. The examples are provided to ensure consistent treatment by all districts. Also, the examples include certain items that are exceptions to the equipment criteria, such as component parts.

Furniture and Equipment Examples (Object codes 6731-6739)

Athletic Equipment	Furniture/Furnishings	Fixtures
• Blocking sleds	• Bookcases	• Bleachers (indoor)
• Chalk line dispensers	• Chairs	• Ceiling fans
• Fitness Machines	• Desks	• Chalkboards/Whiteboards
• Goal posts (movable)	• Filing Cabinets	• Drinking fountains
• Helmets/Pads	• Large area rugs	• Hot water heaters
• Hurdles	• Tables	• HVAC units
• Mats	Component Parts	• Light fixtures
• Nets (Tennis/Volleyball)	• A/C compressors	• Sinks
• Tackling dummies	• Automotive engines	• Toilets
• Weights		• Wall mirrors

Other Equipment*

- Appliances (kitchen)
- Battery chargers
- Copiers (off-network)
- Key cutters
- Leaf blowers
- Paint sprayers
- Sewing machines
- TVs
- Washers/Dryers
- Items may be coded to Technology-related Hardware and Software if connected to a computer network.
- Auto Diagnostic machines
- Cameras (photo & video)
- DVD/Blu-ray players
- Kilns
- Microwaves
- Power tools
- SPED assistance equipment
- Two-way radios
- Welders
- Bar code scanners
- Cash registers
- Floor jacks
- Laminators
- Musical Instruments
- Satellite dishes
- Telephones
- Vacuums

Technology-related Hardware & Software Examples (Object codes 6737-6739)

- Computers (tablets, laptops, etc.)
- Computer monitors
- Copiers (on-network)
- Network equipment
- Projectors
- Printers
- Scanners
- Smart Boards
- Software (Non-instructional)

Equipment Criteria

If an item is not included in the examples above, it should be coded as equipment if it meets ALL of the following:

1. Typically has a useful life of at least one year.
2. Typically repaired rather than replaced when worn or damaged.
3. An independent unit that retains its original shape, appearance, and character with use and does lose its identity through fabrication or incorporation into a different or more complex unit or substance.

DISCLAIMER FOR CHARTER SCHOOLS

All capital items with a unit cost of \$5000 or greater MUST be coded as 0190 in your budget and included on this Capital Outlay Worksheet.

All capital items with a unit cost less than \$5000 MUST NOT be coded as 0190 in your budget and MUST NOT be included on this Capital Outlay Worksheet.

Related Documents		
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins		
ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document does not include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.		
Optional Documents		
Type	Document Template	Document/Link
CTE Comprehensive Local Needs Assessment	 <u>Comprehensive Local Needs Assessment</u>	 <u>CLNA with corrected date</u>
Directed Improvement Plan	 <u>Directed Improvement Plan</u>	
Job Description (LEAs own document)	N/A	
Purchased Services Contracts (LEAs own documents)	N/A	
Other	N/A	 <u>YC Strategic Plan</u>  <u>GEPA Form</u>

Substantially Approved Dates

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Substantially Approved Dates

Grant	Substantially Approved	Substantially Approved Date
CTE Postsecondary Federal Perkins	Yes ▼	07/01/2024 

Substantial Approval Guidance

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - Substantially Approved Dates

Substantial Approval Guidance

- **What is the difference between substantial approval and SEA Director Approval?**

Substantial approval means there is a submitted funding application with a reasonable attempt at a budget and that there is a General Statement of Assurances (GSA) in "SEA General Statement of Assurance Accepted" status. This is affirmation that an LEA intends to accept monies from a particular funding source and agrees to abide by all assurances in the GSA.

SEA Director Approval, on the other hand, is confirmation that the grant program area has provided final director approval to the funding application submitted, and via this director approval the LEA understands that grant expenditures must meet all applicable rules and requirements of the funding source. SEA Director Approval status also enables the LEA to submit GME Reimbursement Requests during the applicable project period.

- **What is the earliest date for substantial approval?**

The grant's project start date is the earliest substantial approval date. For instance, July 1st is the project start date for many federal and state grants and thus July 1st would be the earliest substantial approval date.

Applications submitted in a substantially approvable state *prior* to or on a grants project start date will receive the project start date as the substantial approval date.

- **What if my funding application isn't substantially approved by the grant's project start date?**

It is important to remember that the substantially approved date is the **obligation date** tied to the date your funding application is submitted in a substantially approvable state. This means that once your grant project receives SEA Director approval, you may submit Reimbursement Requests in GME. Expenditures can then be reimbursed from the date the funding application was substantially approved.

A substantially approved date of August 15th, for example, would prevent an LEA from being reimbursed for any expenditures which happened between July 1st and up to the August 15th substantial approval date.

- **Can my LEA just submit a request for pre-award costs to allow for missing a timely substantial approval date?**

The ADE no longer has the authority to approve pre-award costs per the US Department of Education CFR200.458.

CTE Postsecondary Federal Perkins Checklist

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 4 - CTE Postsecondary Federal Perkins Checklist

This checklist is a means of communication between the ADE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, the ADE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application approval process will continue.
- If the application contains items that are marked as Needs Attention, the application cannot be approved and will be returned to the LEA for edits. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where the ADE may provide notes to explain items needing attention. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application. If the ADE determines that the item has been corrected, Attention Needed will be changed to OK by the ADE Reviewer. If the items needing attention still have not been corrected, the application will be returned again to the LEA with a status of Not Approved.
- Applications that contain no items that are marked Attention Needed can be moved forward through the approval process.

Checklist Description [\(Collapse All\)](#) [Expand All](#)

☐	1. General Statement of Assurance (GSA) has been submitted	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
	1. GSA location to review submission status: GME Main Menu > Entity Information > General Statement of Assurances link			
	2. If no, contact Grants Management through history log and select No from dropdown of checklist			
☐	2. FFATA & GSA Verification page has been completed	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
	1. Description is included			
	2. All LEA information has been submitted			
☐	3. Reviewed LEA for outstanding Issues	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
	1. Outstanding Completion Report (s)			
	2. Outstanding Refund (s)			
	3. Programmatic Holds (s)			
☐	4. Reviewed for High Risk Status	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
	1. Is this LEA under a high risk status			
	2. Program area may need to apply additional monitoring			
☐	5. Capital Outlay Worksheet page has been reviewed	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
	1. Capital Outlay Worksheet line items are corroborated in Budget Detail line items			
☐	6. General Statements	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM

1. College agrees to Program Assurances, Fiscal Assurances, and Accountability Assurances.				
2. College agrees to carry out Federal Perkins Requirements.				
3. College satisfactorily completes the Desk Monitoring- Fiscal Assurances section.				
	7. Budget	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. All expenditures must support one or more objectives.				
2. The total allocation must be budgeted.				
3. All expenditures are listed in the appropriate budget codes.				
4. Salaries must be listed in object code 4100 or 4150. If positions involve face-to-face with students, use object code 4100; if positions are support use object code 4150. Narrative includes job title and FTE. (i.e., Instructional Aide-Culinary, .5 FTE) If new position, include "new". Job description must be uploaded into Related Documents section for each position.				
5. Benefits must be listed in object code 4200.				
6. Stipends indicate extra duty or extended contract pay. Narrative must include #hours X \$/hour X #people=total stipend. Narrative must include activities to be performed.				
7. Supplies includes only program-specific instructional consumable supplies and not any general supplies. Instructional supplies must include a general list of supplies with dollar amount and program area in the narrative to be considered for approval. Include site if applicable. Instructional software must list specific software, dollar amount and program.				
8. Equipment Supplies under \$5,000 (Object Codes 6731, 6732, 6734, 6735, 6737 and 6738) and Capital Equipment (Object Codes 6733, 6736 and 6739) must be included on the Capital Outlay Worksheet and include CTE Program Name, School Name, Quantity, Cost Per Unit, Tax/Shipping/Handling, Object Code and an Item Description.				
9. The Federal Perkins Grant may not exceed the 5% cap for administrative costs (which includes Indirect + Support Services Administration expenditures). This is not automatically tallied by the grant and must be determined manually. The application may not be approved if this is exceeded.				
10. NOTE: For professional development and training activities, supporting documentation for registration and travel should be available upon request.				
	8. Assurances	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. Confirm that each assurance area has been check "Yes" by the college and no response is left blank.				
	9. Federal Perkins Requirements	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. College affirms that they will carry out all requirements by indicating "Yes" in the check box.				
	10. Desk Monitoring- Fiscal Assurances	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. Financial Audit- The date of the most recent annual audit must be entered along with the name of the entity completing the audit.				
2. Financial Audit- All audit findings related to the Federal Perkins Grant funds must be described. If none, indicate N/A.				
3. Fiscal Monitoring- "Yes" or "No" should be checked indicating whether or not the college is requesting a monitoring/technical assistance for their Federal Perkins Grant.				

4. Financial Benefit- All questions should be answered with a "No" otherwise a correction action plan must be added to the comment box.			
5. Entertainment Costs- All questions should be answered with a "No" otherwise a corrective action plan must be added to the comment box.			
6. Capital Equipment Inventory- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
7. Supplement Not Supplant- College should answer "Yes" or "No" for each question in this section. If "Yes" is indicated, an explanation must be provided by the college. The Grant Program Specialist must inquire further for any affirmative answer to determine whether or not supplanting has occurred.			
8. Time & Effort- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.			
 11. Postsecondary Occupational Programs	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. College lists all programs that will be provided this year and supported with Federal Perkins funds.			
2. List is by location, program title and CIP code.			
 12. Evaluation & Accountability	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. Recipient has provided the date of the most recent Local Needs Assessment and has uploaded a copy into the Related Documents area of the grant.			
2. Recipient has provided a summary of the results of their analysis from the Local Needs Assessment (or progress analysis in the off year) and has included all major areas of focus to be addressed this year.			
3. Recipient has provided a measurable objective (SMART) describing how they will implement an evaluation of the activities carried out by Perkins funds this year.			
4. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
5. Progress Summary not due until June 30th.			
6. Repeat review of objectives if additional were submitted.			
 13. Career Exploration/Career Development Activities	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. Recipient has provided a description of the career exploration and/or career development activities they will provide so that students can make informed choices regarding future education, career opportunities and programs of study.			
2. Recipient has provided a measurable objective (SMART) related to the provision of career exploration and/or career development activities carried out by Perkins funds this year.			
3. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
4. Progress Summary not due until June 30th.			
5. Repeat review of objectives if additional were submitted.			
 14. Professional Development	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
1. Based on the results of the Local Needs Assessment (or summary of progress in the off year), the recipient provided a description of the professional development activities to be provided or supported this year.			

	2. The recipient provided a description of how specifically they will provide or support professional development activities focused on embedding professional skills and academic content into career and technical education programs/courses.			
	3. A measurable objective (SMART) was provided regarding how the entity will provide/support career and technical education professional development with Perkins funding.			
	4. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
	5. Progress Summary not due until June 30th.			
	6. Repeat review of objectives if additional were submitted.			
	15. Skill Development	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
	1. Recipient provided an explanation of how the career and technical education programs offered ensure that students have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations.			
	2. A description of how the results of the Local Needs Assessment (or progress summary in the off year) supports the choice of programs/programs study being offered was provided (as listed in the Postsecondary Occupational Programs section of the grant). An analysis was provided to support their choice of programs.			
	3. A description was provided indicating how all students will learn about their career and technical education offerings.			
	4. The recipient provided a description of the extra steps to be taken to inform/recruit special population students into career and technical education programs.			
	5. A description was provided regarding how the recipient will coordinate with local workforce development boards, local workforce agencies, one-stop delivery systems and other partners in their community.			
	6. A measurable objective (SMART) was provided regarding how the recipient will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students.			
	7. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
	8. Progress Summary not due until June 30th.			
	9. Repeat review of objectives if additional were submitted.			
	16. Academic Integration	OK ▼	Audrey Dieken	8/22/2025 11:31:47 AM
	1. Based on the results of the Local Needs Assessment, the recipient provided an explanation of how they will improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure learning in the subjects constitutes a well-rounded education.			
	2. A measurable objective (SMART) was provided regarding how the recipient will support the integration of academic skills into career and technical education programs/programs of study this year.			
	3. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
	4. Progress Summary not due until June 30th.			
	5. Repeat review of objectives if additional were submitted.			
	17. Increase Student Achievement	OK ▼	Audrey	8/22/2025

		Dieken	11:31:47 AM
1. Based on the results of the Local Needs Assessment (or the analysis of progress in the off year), a description was provided on how Perkins funding would be utilized to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.			
2. A description was provided on how the recipient will ensure equal access for all special populations students to career and technical education programs/programs of study.			
3. A description was provided on how the recipient will ensure that members of special populations are not discriminated against based on their status as members of special populations.			
4. A description was provided regarding how students participating in career and technical education programs will be offered the opportunity to gain postsecondary credit while still attending high school. If not available, they must indicate at least an N/A.			
5. The recipient provided an explanation of how they will support career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential.			
6. A measurable objective (SMART) was provided focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement.			
7. Recipient has provided a justification for their choice of objective and how it will address the identified need.			
8. Progress Summary not due until June 30th.			
9. Repeat review of objectives if additional were submitted.			
	18. Performance Measure Improvement Plan(s) / Directed Improvement Plan(s)	OK ▼	Audrey Dieken 8/22/2025 11:31:48 AM
1. Recipient has completed a separate Performance Measure Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance.			
2. Box 1: Identifies the specific performance measure not met (1P1, 2P1 etc...).			
3. Box 2: Indicates numerically the college level of performance achieved for this measure.			
4. Box 3: Indicates numerically the State Determined Level of Performance (SDLP) for this measure.			
5. Box 4: Indicates numerically 90% of the SDLP for this measure.			
6. Box 5: Indicates numerically at least a "1" but not exceeding a "2." Performance measures not met for three or more consecutive years requires a separate Directed Improvement Plan be completed. The Grants Program Specialist will work with the college to complete that separately and ensure that it is uploaded into the Related Documents area of the grant once completed.			
7. Box 6: Adequately identifies causes for the deficiency.			
8. At least one measurable objective (SMART) is created along with action steps, identified party and proposed completion date. All appear reasonable and adequate to address the performance measure.			
9. Repeat process for any additional Performance Measure Improvement Plans submitted in the grant.			
10. Performance Improvement Plan(s) / Directed Improvement Plan(s) due on January 15th.			
11. Performance Measure Improvement Plan(s) summary of progress due on June 30th			
12. Directed Improvement Plan(s) must submit an update of progress on March 30th and summary of progress due on June 30th.			
	19. Entity For Profit / Non Profit Status has been verified for grant funding eligibility	OK ▼	Audrey Dieken 8/22/2025 11:31:48

- | | |
|---|--|
| 1. Entity's For Profit / Non Profit status selected on the General Statement of Assurances (GSA) matches the For Profit / Non Profit status selected on the Funding Application's "For Profit/Non Profit Disclaimer & Attestation" page. | |
| 2. If "For Profit" status has been selected, eligibility for grant funding has been confirmed | |
| 3. If "For Profit" status prohibits eligibility for grant funding, appropriate action has been take to advise entity of their ineligible status. (1. Create/email a History Log comment advising entity of ineligibility; 2. Follow process to forfeit allocation). | |

Completion Report Adjustments

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Completion Report

Grant	Allocation	Expenditures	Unexpended Expired Allocation	Amount Remaining	Amount to Carry Over	Acknowledge to Carryover Less Than Amount Eligible	Interest Earned
CTE Postsecondary Federal Perkins	\$286,414.51	\$285,697.48	\$0.00	\$717.03			0.00

CR Related Documents (District Level)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Completion Report

ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document **does not** include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.

Required Documents		
Type	Document Template	Document/Link
Expenditure Summary (LEAs own documents; contact Grants Management for additional information) [Upload at least 1 document(s)]	N/A	 <u>CR Perkins Expense Summary with Crosswalk</u>
Optional Documents		
Type	Document Template	Document/Link
CTE - Capital Equipment List	 <u>CTE - Capital Equipment List</u>	
Invoice(s) (if applicable)	N/A	
Other	N/A	
Return of Funds - Instructions	 <u>Return of Funds -</u>	

(information only)	<u>Instructions</u> (information only)	
Return of Monies - Form (Hard copy MUST be mailed with refund being remitted to ADE)	 <u>Return of Monies - Form (Hard copy MUST be mailed with refund being remitted to ADE)</u>	

History Log

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - History Log

Attention Needed	Date	User	Status (S)/Comment (C)	S/C
	10/22/2025 11:20:18 AM	Sasha Maddox	Status changed to 'CR Grants Management Final Approved'.	S
	10/22/2025 9:50:20 AM	Rebekka Bartels	Status changed to 'CR LEA Business Manager Approved'.	S
	10/22/2025 9:49:56 AM	Rebekka Bartels	Status changed to 'CR Draft Completed'.	S
	10/22/2025 9:01:07 AM	Rebekka Bartels	Status changed to 'CR Draft Started'.	S

Allocations			
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Allocations			
	(1)	CTE Postsecondary Fe CFDA: 84.048A	Total
Original		\$274,906.86	\$274,906.86
Incoming Carryover		\$0.00	\$0.00
Outgoing Carryover		\$0.00	\$0.00
Reallocated		\$0.00	\$0.00
Additional		\$11,507.65	\$11,507.65
Incoming Interest Carryover		\$0.00	\$0.00
Released		\$0.00	\$0.00
Consortium		\$0.00	\$0.00
Forfeited		\$0.00	\$0.00
CR Released		(\$717.03)	(\$717.03)
Total		\$285,697.48	\$285,697.48

Funding Disclaimer

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Funding Disclaimer

Funding Disclaimer

The Grantee acknowledges and agrees that the Arizona Department of Education's award and/or payment of funds under this agreement is contingent upon ADE receiving funds from Federal, State, or other funding sources to support the grant. Notwithstanding any other provisions of this agreement, in the event that ADE funding is reduced or rescinded by Federal, State, or other funding sources, or Grantee becomes otherwise ineligible for funding, ADE may immediately reduce the amount of funds awarded or terminate this agreement by written notice to the Grantee.

☒ **Check to acknowledge**

FFATA & GSA Verification

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - FFATA & GSA Verification

FFATA & GSA Verification

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

☒ * Yes

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

☒ * Yes

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

Continue to fund capital needs for programs to lower student to equipment rations, provide CTE training for faculty and staff, specific marketing initiatives by program area, continuation of virtual reality training for career exploration as well as in the classroom, supply needs specific to targeted programs, and other depending on allocation amounts.

General Education Provisions Act (GEPA)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - General Education Provisions Act (GEPA)

General Education Provisions Act (GEPA)

OMB Control Number 1894-0005

Expiration 2/28/2026

GEPA - Section 427 Requirements

EQUITY FOR STUDENTS, EDUCATORS, AND OTHER PROGRAM BENEFICIARIES

Section 427 of the General Education Provisions Act (GEPA) ([20 U.S.C. 1228a](#)) applies to applicants for grant awards under this program.

To address this provision and receive funding, LEAs must provide responses to the following:

- * 1. Describe how your entity's existing mission, policies, or commitments ensure equitable access to, and equitable participation in, the proposed project or activity.
Applicants are not required to have mission statements or policies that align with equity in order to submit an application.

See attached document in "related documents".

- * 2. Based on your proposed project or activity, what barriers may impede equitable access and participation of students, educators, or other beneficiaries?
Applicants may identify any barriers that may impede equitable access and participation in the proposed project or activity, including, but not limited to, barriers based on economic disadvantage, gender, race, ethnicity, color, national origin, disability, age, language, migrant status, rural status, homeless status or housing insecurity, pregnancy, parenting, or caregiving status, and sexual orientation.

See attached document in "related documents".

- * 3. Based on the barriers identified, what steps will you take to address such barriers to equitable access and participation in the proposed project or activity?

See attached document in "related documents".

* 4. What is your timeline, including targeted milestones, for addressing these identified barriers?

See attached document in "related documents".

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1894-0005. Public reporting burden for this collection of information is estimated to average 3 hours per response, including time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information.

The obligation to respond to this collection is required to obtain or retain a benefit. If you have any comments concerning the accuracy of the time estimate or suggestions for improving this individual collection, send your comments to ICDocketMgr@ed.gov and reference OMB Control Number 1894-0005. All other comments or concerns regarding the status of your individual form may be addressed to either (a) the person listed in the FOR FURTHER INFORMATION CONTACT section in the competition Notice Inviting Applications, or (b) your assigned program officer.

For Profit/Non Profit Disclaimer & Attestation

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - For Profit/Non Profit Disclaimer & Attestation

For Profit/Non Profit Disclaimer & Attestation

By accepting a Grant Award from the Arizona Department of Education, Subrecipient hereby agrees to comply with all applicable local, state, and federal laws, rules and regulations and guidance now in effect or as may be amended during the term of this Grants Award.

Some grant funding **may not** be available to all entities seeking grant funds and will require entity validation before the funding process can continue.

In order to maintain compliance with local, state and federal laws, **entities must identify their For Profit or Non Profit status** on the annual General Statement of Assurances (GSA).

The identified status must also be attested to on all funding applications to further qualify eligibility for grant funding review.

*** Please select one status from the drop-down menu**

Non Profit ▼

If "For Profit" was selected, please contact the program area for this grant before proceeding with the application, as further eligibility consideration may be required.

Subrecipient certifies that the status selected above is valid and that the General Statement of Assurances (GSA) also reflects this status:

☒ * Yes

Program Information / Instruction
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Program Information / Instruction
CTE Federal Perkins Important Dates and Deadlines
• Final Approval of Initial Application (by SEA): July 1, 2024 • Project Start Date: July 1, 2024 • Project End Date: September 30, 2025 • All Reimbursement Requests must be submitted and approved PRIOR to the project end date. Reimbursement Request deadlines will be set, as applicable, based on ADE/ADOA Accounting requirements for fiscal year and/or project end dates
Contact Information:
For questions, please contact the Program Area at(602) 542-5282
For technical assistance with GME, submit a Service Ticket at https://helpdesk.azed.gov/

CTE Postsecondary Federal Perkins Contacts

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Contacts

Contact Information

	Name	Email Address	Phone Number
CTE Director Name	* John Morgan	* john.morgan@yc.edu	* 928-717-7721
Business Manager	* Frank D'Angelo	* Frank.D'Angelo@yc.edu	* 928-771-4885
CTE Data Reporter	* Tom Hughes	* tom.hughes.yc.edu	* 928-776-2205

Assurances
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Assurances
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 Strengthening CTE for the 21st Century Act of 2018.
Program Assurances
* The college agrees to the following program assurances:
☒ Yes ☐ No
1. Eligible recipients will annually evaluate their Career and Technical Education Programs to assess progress or all students, including special populations, in meeting Arizona's core indicators of performance [§123(b)(1)]. Special populations are defined as "...individuals with disabilities, individuals from economically disadvantages families, nontraditional students, single parents, out of workforce individuals, English learners, homeless students, youth in foster care or who have aged out and youth with a parent on active military duty. 2. Individual 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 based on their status as member so special populations [§122(c)(2)]. 3. 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 determined levels of performance and to prepare them for further learning and high skill, high wage or high demand careers [§122(c)(2)]. 4. Eligible recipients will assure provision of a career and technical education program that is of such size, scope and quality to bring about improvement in the quality of career and technical education and provide services and activities that are of sufficient size, scope and quality to be effective [§135(b)]. 5. Eligible recipients will assure the provision of career exploration and career development activities through an

organized, systematic framework designed to aid students (including in the middle grades) before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education, career opportunities and programs of study [§135(b)(1)].

6. 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(d)(13)(A) 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(d)(13)(B)].

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 [§211(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. 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 [§113(b)(3)(C)].

2. Eligible recipients will develop an Improvement Plan if at least 90% of the State Determine Level of Performance (SDLP) is not met [§122(b)]. Improvement plans will be submitted through the grant application for review and approval by the assigned Grant Program Specialist.

3. The college 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 grant objectives and the State Determined Levels of Performance.

4. The college 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 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Assurances

*** 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 COLLEGE AGREES.

The Community College hereby assures to the Arizona Department of Education that it will comply with the Federal Perkins requirements listed below:

LOCAL PLAN FOR CTE

The community college will conduct a comprehensive local needs assessment related to career and technical education and include the result of the needs assessment in the local application. The comprehensive needs assessment must be completed not less than once every two years [§134(c)(1)(A-B)]. Provide a coherent sequence of instruction in career and technical education programs. Provide a list of all CTE programs and related courses offered in the coherent sequence of instruction to deliver all state designated standards. Please also see Grants Management Resource Library for §134 Local Application for Career and Technical Education Programs.

PERFORMANCE LEVELS

Carry out career and technical education programs to meet state/local adjusted levels of performance [§122(b) and §113(b)]. Develop a means to analyze and review CTE programs, including assessments of how the needs of special populations are being met [§134(b)(5) and §134(b)(9)].

SKILL ATTAINMENT

Provide within the career and technical education programs the skills necessary to pursue careers in high skill, high

wage or in-demand industry sectors or occupations [§135(b)(3)]. Support integration of academic skills into career and technical education programs and programs of study to support participants at the secondary school level in meeting the challenging State academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 and support participants at the postsecondary level in achieving academic skills [§135(b)(4)].

PROGRAM IMPROVEMENT

Each eligible agency shall evaluate, using the local levels of performance described in §134(b)(4), the career and technical education activities being supported through the receipt of funding. The eligible recipient shall develop and implement a program improvement plan that includes an evaluation of the performance disparities or gaps identified under §113(3)(C)(ii)(II) and action that will be taken to address such gaps.

INVOLVE STAKEHOLDERS

In conducting the comprehensive local needs assessment and developing the local application, an eligible recipient shall involve a diverse body of stakeholders [§134(d)].

ACCESS/PROGRESS/SUCCESS FOR SPECIAL POPULATIONS

Eligible recipients will provide activities that prepare special populations for high skill, high wage or in-demand industry sectors or occupations that will lead to self-sufficiency, prepare participants for nontraditional fields, provide equal access for special populations to career and technical education and ensure that members will not be discriminates against on the basis of their status as members of special populations [§134(b)(5)]. Special populations include all of the following: individuals with disabilities, individuals from economically disadvantaged families, individuals preparing for nontraditional fields, single parents, out-of-workforce individuals, English learners, homeless individuals, youth in foster care or who have aged out of foster care and students with active duty military parent(s) [§135(b)(5)].

NONTRADITIONAL TRAINING

Eligible recipients will prepare career and technical education participants for nontraditional fields of work. Nontraditional fields are occupations or fields of work for which individuals from one gender comprise less than 25% of the workforce population [§135(b)(5)(B)].

PROFESSIONAL DEVELOPMENT

Eligible recipients will provide professional development related to the provision of career and technical education services for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors or paraprofessionals [§135(b)(2)].

ARTICULATION

Plan and carry out elements that support the implementation of career and technical education programs and programs of study that result in increasing student achievement [§134(b)(5)].

CAREER GUIDANCE

Provide career exploration and career development activities through an organized systematic framework designed to aid students, including the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§134(b)(1)].

FACULTY RECRUITMENT AND RETENTION

Eligible recipients will coordinate with institutions of higher education to support the recruitment, preparation, retention and training, including professional development, of teachers, faculty, administrators, specialized instructional support personnel and paraprofessionals who meet applicable State certification and licensure requirements, including individuals from groups underrepresented in the teaching profession [§134(b)(8)].

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Assurances

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 Strengthening Career and Technical Education for the 21st Century Act.

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(d)(13)(A)].

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

*

03/21/2024



*

Arizona Auditor General

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

N/A

* 3. Are you requesting a monitoring/technical assistance visit in support 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(d)(13)(B)].

* 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.

* 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.

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.

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.

* 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.

* 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.

* 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.

* 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.

* 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.

* 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.

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 [§211(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.

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

☐ Yes

☒ No

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

* 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.

TIME & EFFORT:

Charges to the Federal Perkins award for salaries and wages must be based on records that accurately reflect the work performed [2 CFR 200.430(i)].

* 1. Are charges to the Federal Perkins award for salaries and wages supported by a system of internal controls that

provide reasonable assurance charges are accurate, allowable and properly allocated?

- ☒ Yes
☐ No

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

* 3. Do the records for salary and wage charges to the Federal Perkins award comply with the established accounting policies and practices of the college?

- ☒ Yes
☐ No

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

* 5. Are charges to the Federal Perkins award for salaries and wages incorporated into the official records of the college?

- ☒ Yes
☐ No

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

* 7. Do the records for salary and wage charges reasonably reflect the total activity (both federally assisted and all other activities) for which an employee is compensated (not to exceed 100%)?

- ☒ Yes
☐ No

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

* 9. Do the records for salary and wage charges support the distribution of an employee's salary or wages among specific activities or cost objectives?

☒ Yes

☐ No

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

Procurement Standards

* 1. The recipient is in compliance with the revised procurement standards as outlined in the Uniform Grant Guidance [§200.317 through §200.326]?

☒ Yes

☐ No

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

Completion Report

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Object Code	Function Code	Other	Total
CC - Salaries - Instructional 4100		6,695.22	6,695.22
CC - Salaries - Non-Instructional 4150		0.00	0.00
CC - Employee - Benefits 4200		1,173.66	1,173.66
CC - Travel 4250		55,743.14	55,743.14
CC - Supplies and Materials 4300		69,619.73	69,619.73
CC - Purchased Services / Consultant Fees 4400		117,605.67	117,605.67
CC - Tuition 4500		0.00	0.00
CC - Printing and Reproduction 4600		5,165.95	5,165.95
CC - Utilities and Communications 4700		0.00	0.00

CC - Other Expenses 4800	8,142.00	8,142.00
CC - Capital Outlay 4900	21,552.11	21,552.11
CC - Indirect Costs 9999	0.00	0.00
Total	285,697.48	285,697.48

Subtotals by Object Code

Object Code	Subtotal
6731	\$ 0.00
6732	\$ 0.00
6733	\$ 0.00
6734	\$ 0.00
6735	\$ 0.00
6736	\$ 0.00
6737	\$ 0.00
6738	\$ 0.00
6739	\$ 0.00
0190	\$ 0.00
4900	\$ 21,552.11
Total	\$ 21,552.11

CR Capital Outlay Worksheet

School Name	CTE Program	Quantity	Cost per Unit	Tax, Shipping & Handling	Object Code	Item Description	Purpose	Total
Yavapai College	Fire Science Program	3	\$ 4,755.88	\$ 961.97	4900	Custom Energy Fire Turnout gear sets.	Gear for Fire Science class.	\$ 15,319.61
Yavapai College	Precision Machining Program	1	\$ 5,738.81	\$ 493.69	4900	Upgrade to CNC Machine with 20 HP Smart Vector Drive.	Upgrade to machine for better use for class.	\$ 6,232.50
Grand Total								\$ 21,552.11

USFR for Arizona School Districts (6731-6739)

Expenditures for initial, additional, and replacement equipment in the categories below. Also, include the present value amount of capital leases of equipment in the year of acquisition. Periodic lease payments should be coded to expenditure object codes 6832 and 6842.
Equipment should be classified in the applicable detailed object codes below and cannot be paid for from the M&O Fund.

EXPENDITURE OBJECT CODES

Cost Less than \$5,000*	Cost \$5,000 or More*	Equipment Categories
6731 and/or 6732	6733	Furniture and Equipment (see examples below)
6734 and/or 6735	6736	Vehicles (Buses, cars, trucks, vans, etc.)
6737 and/or 6738	6739	Technology-related Hardware and Software (see examples below)

* Arizona school districts do not use a dollar threshold for determining whether an item is equipment or a supply. The detailed equipment classifications above allow correct coding of equipment in accordance with Arizona requirements and separate identification of lower cost items for federal grant reporting, including indirect cost reporting.

An item should be coded as equipment if it is included in the examples below or if it meets all three equipment criteria below the tables. Items listed as equipment examples below should not be evaluated using the equipment criteria. The examples are provided to ensure consistent treatment by all districts. Also, the examples include certain items that are exceptions to the equipment criteria, such as component parts.

Furniture and Equipment Examples (Object codes 6731-6733)

Athletic Equipment	Furniture/Furnishings	Fixtures
• Blocking sleds • Chalk line dispensers • Fitness Machines • Goal posts (movable) • Helmets/Pads • Hurdles • Mats • Nets (Tennis/Volleyball) • Tackling dummies • Weights	• Bookcases • Chairs • Desks • Filing Cabinets • Large area rugs • Tables - Component Parts • A/C compressors • Automotive engines • Automotive transmissions	• Bleachers (indoor) • Ceiling fans • Chalkboards/Whiteboards • Drinking fountains • Hot water heaters • HVAC units • Light fixtures • Sinks • Toilets • Wall mirrors

Other Equipment*	
• Appliances (Kitchen) • Battery chargers • Copiers (off-network) • Key cutters • Leaf blowers • Paint sprayers • Sewing machines • TVs • Washers/Dryers • Items may be coded to Technology-related Hardware and Software if connected to a computer network.	• Auto Diagnostic machines • Cameras (photo & video) • DVD/Blu-ray players • Kilns • Microwaves • Power tools • SPED assistance equipment • Two-way radios • Welders • Bar code scanners • Cash registers • Floor jacks • Laminators • Musical Instruments • Satellite dishes • Telephones • Vacuums
Technology-related Hardware & Software Examples (Object codes 6737-6739)	
• Computers (tablets; laptops, etc.) • Computer monitors • Copiers (on-network)	• Network equipment • Projectors • Printers • Scanners • Smart Boards • Software (Non-instructional)
Equipment Criteria	
If an item is not included in the examples above, it should be coded as equipment if it meets ALL of the following:	
1. Typically has a useful life of at least one year. 2. Typically repaired rather than replaced when worn or damaged. 3. An independent unit that retains its original shape, appearance, and character with use and does lose its identity through fabrication or incorporation into a different or more complex unit or substance.	
DISCLAIMER FOR CHARTER SCHOOLS	
All capital items with a unit cost of \$5000 or greater MUST be coded as 0190 in your budget and included on this Capital Outlay Worksheet.	
All capital items with a unit cost less than \$5000 MUST NOT be coded as 0190 in your budget and MUST NOT be included on this Capital Outlay Worksheet.	

Budget

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - 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	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

Budget By Function Codes

Object Code	Total
4100 - CC - Salaries - Instructional	\$6,901.42
4150 - CC - Salaries - Non-Instructional	\$0.00
4200 - CC - Employee - Benefits	\$1,380.28
4250 - CC - Travel	\$54,481.42
4300 - CC - Supplies and Materials	\$68,757.16
4400 - CC - Purchased Services / Consultant Fees	\$119,600.11

4500 - CC - Tuition		\$0.00
4600 - CC - Printing and Reproduction		\$5,600.00
4700 - CC - Utilities and Communications		\$0.00
4800 - CC - Other Expenses		\$8,142.00
4900 - CC - Capital Outlay		\$21,552.12
9999 - CC - Indirect Costs		\$0.00
	Total	\$286,414.51
	Adjusted Allocation	\$285,697.48
	Remaining	(\$717.03)

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4100 - CC - Salaries - Instructional - \$6,901.42 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$2,400.00	\$2,400.00

Narrative Description

Stipend for faculty member to participate in industry internship to upgrade skills. \$30 per hour x 80 hours = \$2,400.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4100 - CC - Salaries - Instructional	0000 - Other ▼		1.00	\$4,501.42	\$4,501.42
Narrative Description Stipends for new faculty to participate in teacher education program prior to the start of the semester, as well as teacher educators stipend to teach training classes for CTE instructors 8 hours for instructor prep and delivery at \$30 per hour (\$240), and 16 hours of training for new adjuncts/faculty at \$30 per hour (\$560). As follows: 14 @ \$560 for trainees = \$7,840 9 trainers @ \$240 each = \$2,160					
Total for 4100 - CC - Salaries - Instructional					\$6,901.42
Total for all other Object Codes					\$279,513.09
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$285,697.48
Remaining					(\$717.03)

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4200 - CC - Employee - Benefits - \$1,380.28 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4200 - CC - Employee - Benefits	0000 - Other ▼		1.00	\$900.28	\$900.28

Narrative Description

Benefits paid as part of stipends for instructors to attend teacher educator training @ 20% of \$10,000 equals \$2,000 benefits for 14 trainees and 8 trainers.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4200 - CC - Employee - Benefits	0000 - Other ▼		1.00	\$480.00	\$480.00
Narrative Description					
Benefits paid for instructor to participate in summer industry internship					
Total for 4200 - CC - Employee - Benefits					\$1,380.28
Total for all other Object Codes					\$285,034.23
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$285,697.48
Remaining					(\$717.03)

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4250 - CC - Travel - \$54,481.42 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4250 - CC - Travel	0000 - Other ▼		1.00	\$8,861.77	\$8,861.77

Narrative Description

Send 2 individuals including faculty and Directors to National Association of EMS Educators Symposium, ACERT Conference, Accredicon for COAMES EMS, ODEN Conference, and ACEN Conference for training

in various areas including nursing, EMS, and Radiology. Includes flights, lodging, mileage, and registration fees.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4250 - CC - Travel	0000 - Other ▼		2.00	\$1,373.88	\$2,747.76	
Narrative Description						
Send CTSO Advisors to FBLA National Conference for Business Department. Includes flights, lodging, mileage, meals, and registration fees.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4250 - CC - Travel	0000 - Other ▼		2.00	\$897.53	\$1,795.06	
Narrative Description						
Send two FBLA Advisors to Arizona Advisor Leadership Conference in Tucson for training related to Collegiate FBLA.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4250 - CC - Travel	0000 - Other ▼		19.00	\$1,699.64		

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	Total for 4250 - CC - Travel	\$54,481.42
	Total for all other Object Codes	\$231,933.09
	Total for all Object Codes	\$286,414.51
	Adjusted Allocation	\$285,697.48
	Remaining	(\$717.03)

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4300 - CC - Supplies and Materials - \$68,757.16 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$10,578.74	\$10,578.74

Narrative Description

Purchase of 1095 flat bar steel and 1" aluminum round bar for machining objectives in precision machining program, hydraulic press, and air movers.

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$8,036.33	\$8,036.33
Narrative Description					
Kitchen supplies for culinary including knives, cutting boards, storage racks, food processors, water softener, and other consumable supplies.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$15,848.44	\$15,848.44
Narrative Description					
Micropropagation equipment for Agriscience plant tissue culture training in the biotech portion of Agribusiness including glassware (test tubes, augers, beakers), portable table top purification hoods, petri dishes, digital scales, oxins, hormones, scalpels, forceps, sterilizing material, centrifuge.					
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$14,375.43	\$14,375.43
Narrative Description					

New supplies for Autobody program to upgrade skills attained under new instructor including various bodywork tools, sandpaper, Bondo, paint, dent pins, powder coating, tape, plastic wrap.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$1,850.00	\$1,850.00	
Narrative Description						
Purchase of Pro Finger Brake for Precision machining program to meet program equipment operation objectives.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4300 - CC - Supplies and Materials	0000 - Other ▼		1.00	\$2,400.00	\$2,400.00	
Narrative Description						
Purchase of Vertical Belt Sander for Precision Machining to improve hands on skills and finishing of required student projects.						
Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total	
4300 - CC - Supplies	0000 - Other ▼					

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4400 - CC - Purchased Services / Consultant Fees - \$119,600.11 ▼

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	\$19,000.00	\$19,000.00
Narrative Description					
Purchase of radio advertising and social media for critically needed CTE programs based on high wage, high demand, and attracting non-trad students. .					

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	\$15,003.61	\$15,003.61
Narrative Description					
Purchase of site licenses for Aviation simulator to enhance flight program with 3D flight simulation and to use to meet FAA flight hours instead of expensive aircraft hours.					
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	\$85,596.50	\$85,596.50
Narrative Description					
Rentals of Virtual reality headsets for use in early college career exploration as well as to enhance CTE courses through the use of VR for specific lessons including safety and other program specific applications.					
Total for 4400 - CC - Purchased Services / Consultant Fees					\$119,600.11
Total for all other Object Codes					\$166,814.40
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$285,697.48

Remaining

(\$717.03)

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4600 - CC - Printing and Reproduction - \$5,600.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4600 - CC - Printing and Reproduction	0000 - Other ▼		1.00	\$5,600.00	\$5,600.00

Narrative Description

Produce informational Viewbooks pertaining to programs in Allied Health and CTE for distribution during various CTE recruiting events. Viewbooks list industry wages, explanations of the industry, and all of the programs available for students, promotion to non-trad students.

Total for 4600 - CC - Printing and Reproduction		\$5,600.00
Total for all other Object Codes		\$280,814.51
Total for all Object Codes		\$286,414.51
Adjusted Allocation		\$285,697.48
Remaining		(\$717.03)

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4800 - CC - Other Expenses - \$8,142.00 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4800 - CC - Other Expenses	0000 - Other ▼		1.00	\$8,142.00	\$8,142.00

Narrative Description

Vouchers for Technical Skills Assessment 3rd party or licensure examinations for students who meet the criteria as economically disadvantaged.

Total for 4800 - CC - Other Expenses	\$8,142.00
Total for all other Object Codes	\$278,272.51
Total for all Object Codes	\$286,414.51
Adjusted Allocation	\$285,697.48
Remaining	(\$717.03)

Budget Detail

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Indirect Cost	
Total Allocation	\$285,697.48
Budgeted Amount (Contributing to Indirect Cost)	\$286,414.51
Excludable Costs	\$0.00
Indirect Cost Rate	8.00%
Max Indirect Cost based on Budgeted Amount	\$21,162.77
Max Indirect Cost based on Total Allocation	\$21,162.77

4900 - CC - Capital Outlay - \$21,552.12 ▼

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other ▼		3.00	\$5,106.54	\$15,319.62
Narrative Description					
Custom Energy Fire Turnout gear sets.					

Object Code	Function Code	Project Time (FTE)	Quantity	Salary, Rental, or Unit Cost	Line Item Total
4900 - CC - Capital Outlay	0000 - Other ▼		1.00	\$6,232.50	\$6,232.50
Narrative Description					
Upgrade to CNC Machine with 20 HP Smart Vector Drive for use in Precision Machining program.					
Total for 4900 - CC - Capital Outlay					\$21,552.12
Total for all other Object Codes					\$264,862.39
Total for all Object Codes					\$286,414.51
Adjusted Allocation					\$285,697.48
Remaining					(\$717.03)

Budget Overview

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4100 - CC - Salaries - Instructional		6,901.42	6,901.42
4200 - CC - Employee - Benefits		1,380.28	1,380.28
4250 - CC - Travel		54,481.42	54,481.42
4300 - CC - Supplies and Materials		68,757.16	68,757.16
4400 - CC - Purchased Services / Consultant Fees		119,600.11	119,600.11
4600 - CC - Printing and Reproduction		5,600.00	5,600.00
4800 - CC - Other Expenses		8,142.00	8,142.00
4900 - CC - Capital Outlay		21,552.12	21,552.12
Total		286,414.51	286,414.51
		Adjusted Allocation	285,697.48
		Remaining	-717.03

Budget Overview Plus/Minus

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Object Code	Function Code	0000 - Other	Total
4100 - CC - Salaries - Instructional		6,901.42	6,901.42
4200 - CC - Employee - Benefits		1,380.28	1,380.28
4250 - CC - Travel		54,481.42	54,481.42
4300 - CC - Supplies and Materials		68,757.16	68,757.16
4400 - CC - Purchased Services / Consultant Fees		119,600.11	119,600.11
4600 - CC - Printing and Reproduction		5,600.00	5,600.00
4800 - CC - Other Expenses		8,142.00	8,142.00
4900 - CC - Capital Outlay		21,552.12	21,552.12
Total		286,414.51	286,414.51
		Adjusted Allocation	285,697.48
		Remaining	-717.03

Postsecondary Occupational Programs

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

List all of the occupational program(s) in alphabetical order, by college, which will be assisted with Perkins funds.

Program Title	Location	CIP Code
* Allied Health	* Prescott, Verde, Prescott Valley	* 51.0000
* Fire Science	* Prescott, Verde	* 43.0203
* Culinary	* Prescott, Sedona	* 12.0500
* Agriscience	* Chino Valley	* 01.0000
* EMS	* Prescott, Verde	* 51.0904
* Early Childhood Education	* Prescott	* 13.1210
* Air Transportation	* Prescott	* 36.0202
* Business Management	* Prescott	* 52.0201
* Automotive Collision Repair	* Prescott	* 47.0603
* Precision Machining	* Prescott	* 48.0510.00

Evaluation & Accountability

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Evaluation & Accountability

Each entity receiving funding shall develop and implement evaluations of the activities carried out with Perkins funds, including evaluations necessary to complete the comprehensive local needs assessment and provide required local data to ADE [§135(b)(6)].

As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis for evaluation and accountability criterion. Please include all the major areas of focus resulting from your review which will be addressed during this grant period.

* Please indicate the completion date of the most recent Local Needs Assessment.

04/26/2024 

* As a result of the Local Needs Assessment (or review of progress in the off year), provide a written summary of the results your analysis. Please include all the major areas of focus resulting from your review which will be addressed during this grant period. Results must also include identification of program access gaps or gaps in performance for special populations students.

YC will continue to work on virtual reality, with particular emphasis and career exploration for early college and prospective college students in order to guide them into making decisions based on whether the industry will be suitable for their likes. We will also continue to capitalize certain programs with equipment to maintain low student to equipment ratios, ensuring a rigorous hands on experience. YC will also produce non-trad recruiting materials through the viewbooks created for CTE and Allied Health Divisions. Monies will also be utilized to provide training to faculty, including the bootcamp for new adjuncts and full-time faculty, as well as various other trainings throughout the year including the AzCTE summer conference, AACC Workforce Development conference, and other Allied Health trainings to be determined.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will implement an evaluation of the activities carried out with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-

Oriented and Timely.

By September 30th, 2024, train new CTE adjunct and full time faculty on classroom teaching techniques, lab sheet and rubric development, use of virtual reality in the classroom, syllabus development, lab safety, course calendar development, and use of the CANVAS LMS platform.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

With continued teacher turnover, it is imperative to provide basic instruction training since most come from industry and do not have teaching backgrounds. It is also important that they learn to use and understand virtual reality in the classroom which is a key college initiative.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

A bootcamp was held in August, and another is set to be this coming August because of the way the grants overlap. New full time and adjunct faculty participated where they received training in rubrics, lab safety, course development, LMS platforms, VR/AI, and syllabus development. They also reviewed the latest technology being used at YC. All received training stipends through the Perkins grant including the various presenters. Our intent is to continue to do this every year.

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, purchase all capital equipment for identified programs as evidenced by receipts of purchase and placement of said equipment into the accompanying laboratories.

2) Provide a justification for your choice of objective and how it will address your identified need.

YC desires to continue to keep low student to equipment ratios in order to ensure appropriate hands-on training with plenty of time on task for students to become competent with a skill.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

All capital equipment was purchased and put into various labs to help achieve low student to equipment ratios, which continues to be a key goal in the CLNA and will be for the foreseeable future. This is especially important based on

how fast the dynamic is changing in terms of new technology industry is gravitating to. It is an expensive proposition. This year capital was spent on Firescience equipment and on CNC upgrades.

Measurable Objective Three (Optional)

- 1) Provide a measurable objective describing how you will implement an evaluation of activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.
- 2) Provide a justification for your choice of objective and how it will address your identified need.
- 3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Career Exploration/Career Development

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Career Exploration/Career Development Activities

Each entity receiving funding shall provide career exploration and career development activities through an organized, systematic framework designed to aid students, including in the middle grades, before enrolling and while participating in a career and technical education program, in making informed plans and decisions about future education and career opportunities and programs of study [§135(b)(1)].

* As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the career exploration and/or career development activities you will engage in this year in order to aid students in making informed plans/decisions regarding future education, career opportunities and programs of study. YC will continue to invest through Perkins on virtual career exploration which is proving to be popular for students in both the early college and adult realm. With access to over 92 careers through the VR headsets, students are able to try an activity in a career of their choice through a virtual world.

Measurable Objective One (Required)

* 1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 1st, 2024, rent virtual reality goggle from Transfr for student utilization of career exploration in making decisions on what program is an appropriate fit for them as evidenced by headsets rented and the accompanying receipts.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Selecting a CTE career is a challenging issue for students, especially those who are in the Early College program. Being able to explore career in the virtual work can be helpful to students who are uncertain. The number of careers within the headsets has double from 48 to 92 in the last year, giving students many options to try something in. Using VR has proven to be a very real way for students to get a feel for what a task might be on the job that they are considering.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

YC continued to use the VR headsets this year with special emphasis on Early College programs and assisting students with pursuing careers in the CTE pipeline from CTED's through early college and beyond high school. We will continue to do this in the next grant cycle as it was proven to be effective for career exploration, but we will pull back on some of the instructional use which did not live up to expectations in specific program areas. As a career exploration tool it is very good. As a replacement for hands-on CTE instruction it is not effective enough to justify the costs going forward with the exception of a couple of academic areas. Next year will reduce the budget to less than \$35,000.

Measurable Objective Two (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By March 1st, 2025, YC will host the annual CTE Day for over 400 high school students, exposing them to 26 YC CTE programs in preparation for registration through the two local CTEDs including MICTED and VACTE as evidenced by registrations for the event.

2) Provide a justification for your choice of objective and how it will address your identified need.

This annual event is a precursor for early college students registering for concurrent enrollment classes. Students get to meet with faculty and see the labs that they will be working in as part of the program they select.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

CTE Day continues to be a major hit and a chance for faculty to speak with students about their programs. It is capped at 400 students which we readily accommodated this year from 13 different high schools including public, private, and charter. We also added Career Days to the Verde Campus, where students were allowed to try some things specific to programs. This was different than CTE Day where they are exposed to 21 programs. In the Verde there were only 6 programs which allowed for more time for students to complete hands-on activities. Industry also participated which was a nice part of the event.

Measurable Objective Three (Optional)

1) Provide a measurable objective related to the provision of career exploration and/or career development activities carried out with Perkins funds. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Professional Development	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins	
Professional Development	Each entity receiving Perkins funding will provide career and technical education professional development for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals [§135(b)(2)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of the professional development activities you will provide or support this year for teachers, faculty, school leaders, administrators, specialized instructional support personnel, career guidance and academic counselors, or paraprofessionals. Please provide a detailed summary of CLNA analysis for professional development criterion. YC will continue to offer the new faculty boot camp, as well as send a variety of CTE instructors, Admin, and Staff to the AzCTE Conference, AACC Workforce Development Conference, and various trainings faculty need to maintain specific licensure needed to teach in various programs. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how specifically you will provide or support professional development opportunities focused on embedding professional skills and academic content into career and technical education programs/courses. YC will host a 4 day teaching bootcamp for new adjunct and full-time CTE faculty, as well as send CTE faculty to a variety of trainings specific to their areas. WE will also send staff to the annual AACC Workforce Development Conference where they will learn about new programs and up and coming CTE careers in the United States.
Measurable Objective One (Required)	* 1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely. By July 1, 2025, register up to 25 faculty, staff, and administrators to attend the ACTEAz conference in Tucson where they will receive premier training in a variety of CTE areas as evidenced by registrations. * 2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is critical to the success of the relationships between our secondary partners, and to receive training in many areas for faculty, staff, and admins. YC desires to keep strong partnerships in both dual and concurrent enrollment for early college students, and this conference allows YC to work with the secondary peers on a variety of fronts.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

YC sent 19 individuals to the AZCTEAz Summer Conference where they participated in numerous workshops and training in various CTE areas. Attendees included faculty, counselors, early college personnel, administrators, and other CTE staff.

Measurable Objective Two (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By February 15th, 2025, send up to 4 individuals to the annual AACC Workforce Development Conference as evidenced by conference registration.

2) Provide a justification for your choice of objective and how it will address your identified need.

This conference is the premier conference for postsecondary CTE, and provides individuals with working knowledge of emerging technologies as well as information on the successes of other collegiate CTE programs from around the country.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Two individuals attended the AACC workforce development conference where they participated in workshops including new industry technologies, student retention strategies, new programs emerging and needed at state and national levels, workforce development strategies, and more. We could not take 4 due to the costs of the conference. We had enough for two in the budget.

Measurable Objective Three (Optional)

1) Provide a measurable objective regarding how the entity will provide/support/coordinate career and technical

education professional development with Perkins funds this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By September 30th, 2025, YC will send faculty and directors from Allied Health, EMS and nursing to conferences including the National Association of EMS Educators Symposium,

2) Provide a justification for your choice of objective and how it will address your identified need.

These conferences provide training to keep faculty and directors current in their roles, and also tie into accreditation of these programs with hours committed to annual training.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Allied Health faculty and staff attended a variety of conferences including NAEMS, ACEN, CoAEMSP, and the Nursing conference as evidenced by receipts of attendance.

Skill Development	Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins
Skill Development	Each entity receiving Perkins shall provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations [§135(b)(3)]. A program/program of study is a coordinated, nonduplicative sequence of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide an explanation of how the career and technical education programs offered to students will ensure they have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations. Please provide a detailed summary of CLNA analysis for skill development criterion. YC saw much improved 3rd party testing scores this year, and we want to continue to keep that momentum going. YC desires to use a portion of the Perkins funding to pay for non-trad students who cannot afford the fees for 3rd party testing which is allowable under Perkins rules. These students would be identified based on financial aid qualifications. YC also will continue to work on lowering student to equipment ratios in order to help skill mastery. YC holds advisory board meetings, and all capital items must be voted on and approved by boards so that they can be placed into the budget planning process which include Perkins funding. YC has new metrics to follow when it comes to programs leading to a living wage. * Please provide a description of steps you will take to inform/recruit all students including special population students into career and technical education programs (special population students include all of the following categories: individuals with disabilities, from economically disadvantaged families, nontraditional students, single parents, out-of-workforce individuals, English learners, homeless students as defined by McKinney-Vento Homeless Assistance Act, youth who are in or aged out of foster care and youth with military parents on active duty) [-134(b)(2)]. YC holds CTE parent nights, where parents and prospective students are introduced to faculty, staff, and the labs that classes are held in. During these events, students get to find out what the program is all about, and the expectations of being in the program. YC also hosts 5 CTE open houses for anyone to come to, and try something that is done in the program. Through marketing and print material, YC targets non-trads in various programs, with gender non-trads

being the largest group targeted. YC also will host CTE Day for secondary students followed by early college registration in conjunction with the local CTEDs.

Measurable Objective One (Required)

* 1) Provide a measurable objective describing how you will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By December 30th, 2024, YC will purchase and implement the use of capital equipment as listed in the capital expenditure pages in order to continue to ensure that students get adequate hands-on time using the most current equipment as evidenced by receipts from purchase.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

Scores have gone up on 3rd party testing, and YC desires to continue the momentum we see in this area by continuing to purchase the needed equipment that helps make students competent.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

This year we focused on additional gear needed for the fire science program as well as the CNC program. Our third party pass rates continue to be high, and students are benefitting by having the right equipment as well as the availability to have good time on task with low student to equipment ratios. Both the Fire Science and the CNC programs have grown in student enrollment this year.

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

By October 30th, 2025, make funding available to low-income non-trad students to help offset the costs of third party testing and licensure fees.

2) Provide a justification for your choice of objective and how it will address your identified need.

More students have indicated that they can't always pay for third party testing and licensure. This initiative is important to ensure that all students who desire the certifications and licensures have the means to do so.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Non-trad students who were economically disadvantaged were identified and able to take advantage of this for third party testing and licensure. Most of the students were in the Allied Health areas which have the most licensure and testing requirements in the college. More than 30 qualified students benefitted from the program as evidenced by licensure testing receipts.

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations for all participating students. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Academic Integration	Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins
Academic Integration	Each entity receiving Perkins funding shall support the integration of academic skills into career and technical education programs/programs of study to support students in meeting the challenging State secondary academic standards adopted under Section 1111(b)(1) of the Elementary and Secondary Education Act of 1965 or as participants at the postsecondary level in achieving academic skills [§135(b)(4)]. * Based on the results of your Local Needs Assessment (or review of progress in the off year) how will you improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure that learning in the subjects constitutes a well-rounded education [-134(b)(4)]. Please provide a detailed summary of CLNA analysis for academic integration criterion. Academic integration is a required element at YC with three areas needing to be measured within CTE programs. These include communication, social responsibility, and critical thinking. An instructor can incorporate these into an identified class or classes as part of the degree or certificate earned. YC calls these areas "ILO's", or Institutional Learning Outcomes. HLC criteria determine the need for YC to do this. YC will also continue the "Math in Auto" initiative which has added key math components to the introductory auto classes. This has proven to be invaluable and helps get the math skills done very early on in the program so that they can be applied the rest of the way.
Measurable Objective One (Required)	* 1) Provide a measurable objective describing how you will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely. By October 30th, 2025, YC faculty will have implemented assessment in their CTE programs pertaining to communication, social responsibility, and critical thinking. * 2) Provide a justification for your choice of objective and how it will address your identified need. This is a required institutional metric and part of our HLC accreditation.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

All required assessments were submitted as part of the annual assessment plan as well as program reviews. The rules changed mid-year, and faculty only had to select from one of the three areas each year to assess. Results were submitted to the SLOA committee in April.

Measurable Objective Two (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective describing how the entity will support the integration of academic skills into career and technical education programs/programs of study this year. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Increase Student Achievement	
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins	
Increase Student Achievement	Each entity receiving Perkins funding will plan and carry out elements that support the implementation of career and technical education programs/programs of study that result in increased student achievement [§135(b)(5)(A-T)]. A program/program of study is a coordinated, nonduplicative sequencing of academic and technical content at the secondary and postsecondary level that incorporates challenging standards, addresses both academic and technical knowledge and skills, is aligned with the needs of industry, progresses in specificity, has multiple entry and exit points and culminates in the attainment of a recognized postsecondary credential [§3(41)(A-F)]. * As a result of your Local Needs Assessment (or review of progress in the off year), please provide a description of how you will utilize Perkins funds to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement. With more students taking and passing 3rd party accreditations, YC desires to continue using funding to help students who cannot afford to pay for 3rd party students. These non-trad students would be those who qualify based on financial need. * Provide a description of how you will ensure that members of special populations are not discriminated against based on their status as members of special populations [§134(b)(5)]. We encourage students to declare for ADA accommodations. We cannot force them to, but all students are made aware of the services. We also have 5 hours per week that students can go to lab based classes and work in the labs to catch up on any work that they did not complete during the regular time frames for classes. These labs are supervised by our full-time instructors, and have led to higher passing rates and increased program completion. YC is currently ranked 1st in the state for program completion and 2nd for third party licensure and certification. Students also have access to the Learning Center for tutoring, plus regular office hours held by faculty for additional help. * If available, how will students participating in career and technical education programs be offered the opportunity to gain postsecondary credit while still attending high school, such as dual or concurrent enrollment programs [§135(b)(7)]? YC has IGA's with every high school in Yavapai County for dual enrollment in CTE provided they have qualified CTE programs as evidenced by board approved IGA's. 2,600 Yavapai County secondary students participate in early

college programs at YC in both CTE and Gen Ed courses. These are either through concurrent or dual enrollment arrangements. Many students graduate with a college certificate or degree at the same time they graduate from high school.

* How will you go about supporting career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential [§135(b)(5)(F)]?

We offer industry certifications or licensure in our CTE programs, but by law we cannot force students to take the tests at the post-secondary level. We do encourage them to do so, and provide funding through the Perkins grant to help offset costs of the tests for low income students. The local CTEDs that we partner in do require third party testing, so we test all of our secondary students who are in CTE programs, and the passing rates are very good.

Measurable Objective One (Required)

* 1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART By June 30th 2025, offer voucher assistance to students who are low income in order for them to take 3rd party licensure and certification as evidenced by applications and fees awarded.

* 2) Provide a justification for your choice of objective and how it will address your identified need.

This measure will offer students an incentive to take the 3rd party licensure and certification tests that they cannot afford due to low income status identified through the FAFSA application process.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

This continues to be well received, and more than 30 students were able to test for licensure who did not have the means to do so due to qualifying as economically disadvantaged. YC continues to lead the state for rural colleges in terms of how many licenses and certifications are taken and in passing rates.

Measurable Objective Two (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

Measurable Objective Three (Optional)

1) Provide a measurable objective focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement. The objective must include all SMART components: Specific, Measurable, Attainable, Results-Oriented and Timely.

2) Provide a justification for your choice of objective and how it will address your identified need.

3) Progress Summary/Final Narrative: Provide a summary of the progress made on this objective during the grant period. Due: June 30th

State Determined Levels of Performance (SDLP)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

State Determined Levels of Performance (SDLP)

The following table illustrates the State Determined Levels of Performance (SDLP) as established for each Perkins performance measure. This section of the grant application will be populated once data is available during the funding year and will be directly uploaded into the grant application by ADE-CTE. Grant recipients will not be able to enter or modify this section of the grant application. Grant recipients must at least meet 90% of the established SDLP each year. If 90% of the STLP is not met for a measure, the funding recipient must create a Performance Measure Improvement Plan (see next section of the grant application).

All Performance Measure Improvement Plans are due no later than January 15th.

	1P1			2P1			3P1		
	2022	2023	2024	2022	2023	2024	2022	2023	2024
SDLP									
90% of SDLP									

Performance Measures Improvement Plan(s) (OLD)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

CTE Performance Measures Improvement Plan(s)

Eligible recipients will complete a separate Performance Measures Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance (SDLP). Recipients must use this form for performance measures not met for at least one but not more than two consecutive years. Recipients must identify and address any disparities or gaps in performance among population subgroups as a part of their improvement plan(s) [§134(b)(9)]. If you have not met a CTE performance measure for three consecutive years or more, please contact your Grant Program Specialist for further instructions/assistance.

Due: January 15th

Performance Measure Improvement Plan #1:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1P1, 2P1 etc...).	*
2	College Level of Performance Achieved	*
3	State Determined Level of Performance for this performance measure.	*
4	90% of the State Determined Level of Performance for this performance measure.	*
5	Number of consecutive years this measure has not been met.	*

* 6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

*** Objective One:**

*** Action Step(s)**

*** Responsible Party (Name & Position Title)**

*** Completion Date for Objective:**



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Mid-Year Narrative: Provide a mid-year progress report/status update for all objectives developed to address this performance measure. Due: May 15th

Performance Measure Improvement Plan #2:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1P1, 2P1 etc...).	*
2	College Level of Performance Achieved	*
3	State Determined Level of Performance for this performance measure.	*
4	90% of the State Determined Level of Performance for this performance measure.	*
5	Number of consecutive years this measure has not been met.	*

* 6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

*** Objective One:**

*** Action Step(s)**

*** Responsible Party (Name & Position Title)**

*** Completion Date for Objective:**

Objective Two (optional):
Action Step(s)
Responsible Party (Name & Position Title)
Completion Date for Objective:
Objective Three (optional):
Action Step(s)
Responsible Party (Name & Position Title)
Completion Date for Objective:
8. Mid-Year Narrative: Provide a mid-year progress report/status update for all objectives developed to address this performance measure. Due: May 15th
Performance Measure Improvement Plan #3:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1P1, 2P1 etc...).	*
2	College Level of Performance Achieved	*
3	State Determined Level of Performance for this performance measure.	*
4	90% of the State Determined Level of Performance for this performance measure.	*
5	Number of consecutive years this measure has not been met.	*

* 6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

*** Objective One:**

*** Action Step(s)**

*** Responsible Party (Name & Position Title)**

*** Completion Date for Objective:**

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Mid-Year Narrative: Provide a mid-year progress report/status update for all objectives developed to address this performance measure. Due: May 15th

Performance Measures Improvement Plan(s)

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins

Eligible recipients will complete a separate Performance Measures Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance (SDLP). Recipients must use this form for performance measures not met for at least one but not more than two consecutive years. Recipients must identify and address any disparities or gaps in performance among population subgroups as a part of their improvement plan(s) [§134(b)(9)]. If you have not met a CTE performance measure for three consecutive years or more, please contact your Grant Program Specialist for further instructions/assistance. Due: January 15th

Performance Measure Improvement Plan #1:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Two (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	
Objective Three (optional):	
Action Step(s)	
Responsible Party (Name & Position Title)	
Completion Date for Objective:	

8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #2:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:

Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:

8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #3:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved

3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective: 

Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure. Due: June 30th

Performance Measure Improvement Plan #4:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #5:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #6:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.
Due: June 30th

Performance Measure Improvement Plan #7:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Performance Measure Improvement Plan #8:

1	Performance Measure not meeting 90% of the State Determined Level of Performance (1S1, 2S1 etc...).
2	District Level of Performance Achieved
3	State Determined Level of Performance for this performance measure.
4	90% of the State Determined Level of Performance for this performance measure.
5	Number of consecutive years this measure has not been met.

6. Identified reasons/causes for deficiency in this performance measure.

7. Create measurable objective(s)/action steps which will be implemented to positively assist in reaching 90% of the State Determine Level of Performance for this measure.

Objective One:

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Two (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



Objective Three (optional):

Action Step(s)

Responsible Party (Name & Position Title)

Completion Date for Objective:



8. Final Narrative: Provide a final narrative report for all objectives developed to address this performance measure.

Due: June 30th

Subtotals by Object Code

Object Code	Subtotal
6731	\$ 0.00
6732	\$ 0.00
6733	\$ 0.00
6734	\$ 0.00
6735	\$ 0.00
6736	\$ 0.00
6737	\$ 0.00
6738	\$ 0.00
6739	\$ 0.00
0190	\$ 0.00
4900	\$ 21,552.12
Total	\$ 21,552.12

Capital Outlay Worksheet

*** The CTE Program Name MUST be entered in the "Purpose" box for each item of equipment listed***

School Name	CTE Program	Quantity	Cost per Unit	Tax, Shipping & Handling	Object Code	Item Description	Purpose	Total
Yavapai College	Firescience	3	\$ 4,786.88	\$ 958.98	4900	3 sets of fire turnout gear.	Protection of fire academy cadets during live fire training.	\$ 15,319.62
Yavapai College	Precision Machining	1	\$ 5,738.81	\$ 493.69	4900	1 Vector Drive 20HP Smart Drive for CNC Machine	To train students in precision machining utilizing a modern drive for CNC machine that increased speed and cutting ability.	\$ 6,232.50
Grand Total								\$ 21,552.12

USFR for Arizona School Districts (6731-6739)

Expenditures for initial, additional, and replacement equipment in the categories below. Also, include the present value amount of capital leases of equipment in the year of acquisition. Periodic lease payments should be coded to expenditure object codes 6832 and 6842.
Equipment should be classified in the applicable detailed object codes below and cannot be paid for from the M&O Fund.

EXPENDITURE OBJECT CODES

Cost Less than \$5,000*	Cost \$5,000 or More*	Equipment Categories
6731 and/or 6732	6733	Furniture and Equipment (see examples below)
6734 and/or 6735	6736	Vehicles (Buses, cars, trucks, vans, etc.)
6737 and/or 6738	6739	Technology-related Hardware and Software (see examples below)

* Arizona school districts do not use a dollar threshold for determining whether an item is equipment or a supply. The detailed equipment classifications above allow correct coding of equipment in accordance with Arizona requirements and separate identification of lower cost items for federal grant reporting, including indirect cost reporting.

An item should be coded as equipment if it is included in the examples below or if it meets all three equipment criteria below the tables. Items listed as equipment examples below should not be evaluated using the equipment criteria. The examples are provided to ensure consistent treatment by all districts. Also, the examples include certain items that are exceptions to the equipment criteria, such as component parts.

Furniture and Equipment Examples (Object codes 6731-6739)

Athletic Equipment	Furniture/Furnishings	Fixtures
• Blocking sleds	• Bookcases	• Bleachers (indoor)
• Chalk line dispensers	• Chairs	• Ceiling fans
• Fitness Machines	• Desks	• Chalkboards/Whiteboards
• Goal posts (movable)	• Filing Cabinets	• Drinking fountains
• Helmets/Pads	• Large area rugs	• Hot water heaters
• Hurdles	• Tables	• HVAC units
• Mats	Component Parts	• Light fixtures
• Nets (Tennis/Volleyball)	• A/C compressors	• Sinks
• Tackling dummies	• Automotive engines	• Toilets
• Weights		• Wall mirrors

Other Equipment*

- Appliances (kitchen)
 - Battery chargers
 - Copiers (off-network)
 - Key cutters
 - Leaf blowers
 - Paint sprayers
 - Sewing machines
 - TVs
 - Washers/Dryers
 - Items may be coded to Technology-related Hardware and Software if connected to a computer network.
- Auto Diagnostic machines
 - Cameras (photo & video)
 - DVD/Blu-ray players
 - Kilns
 - Microwaves
 - Power tools
 - SPED assistance equipment
 - Two-way radios
 - Welders

- Bar code scanners
- Cash registers
- Floor jacks
- Laminators
- Musical Instruments
- Satellite dishes
- Telephones
- Vacuums

Technology-related Hardware & Software Examples (Object codes 6737-6739)

- Computers (tablets, laptops, etc.)
- Computer monitors
- Copiers (on-network)
- Network equipment
- Projectors
- Printers
- Scanners
- Smart Boards
- Software (Non-instructional)

Equipment Criteria

If an item is not included in the examples above, it should be coded as equipment if it meets ALL of the following:

1. Typically has a useful life of at least one year.
2. Typically repaired rather than replaced when worn or damaged.
3. An independent unit that retains its original shape, appearance, and character with use and does lose its identity through fabrication or incorporation into a different or more complex unit or substance.

DISCLAIMER FOR CHARTER SCHOOLS

All capital items with a unit cost of \$5000 or greater MUST be coded as 0190 in your budget and included on this Capital Outlay Worksheet.

All capital items with a unit cost less than \$5000 MUST NOT be coded as 0190 in your budget and MUST NOT be included on this Capital Outlay Worksheet.

Related Documents		
Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins		
ALL INFORMATION SUBMITTED TO ADE IS PUBLIC INFORMATION. Organizations uploading documents to GME must ensure that the information contained in the document does not include sensitive data such as student information, social security numbers, or any other information that could constitute a FERPA violation. Submission of such documents will result in delay of approval or other action in GME until the document is removed.		
Optional Documents		
Type	Document Template	Document/Link
CTE Comprehensive Local Needs Assessment	 <u>Comprehensive Local Needs Assessment</u>	 <u>CLNA with corrected date</u>
Directed Improvement Plan	 <u>Directed Improvement Plan</u>	
Job Description (LEAs own document)	N/A	
Purchased Services Contracts (LEAs own documents)	N/A	
Other	N/A	 <u>YC Strategic Plan</u>  <u>GEPA Form</u>

Substantially Approved Dates

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Substantially Approved Dates

Grant	Substantially Approved	Substantially Approved Date
CTE Postsecondary Federal Perkins	Yes ▼	07/01/2024 

Substantial Approval Guidance

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - Substantially Approved Dates

Substantial Approval Guidance

- **What is the difference between substantial approval and SEA Director Approval?**

Substantial approval means there is a submitted funding application with a reasonable attempt at a budget and that there is a General Statement of Assurances (GSA) in "SEA General Statement of Assurance Accepted" status. This is affirmation that an LEA intends to accept monies from a particular funding source and agrees to abide by all assurances in the GSA.

SEA Director Approval, on the other hand, is confirmation that the grant program area has provided final director approval to the funding application submitted, and via this director approval the LEA understands that grant expenditures must meet all applicable rules and requirements of the funding source. SEA Director Approval status also enables the LEA to submit GME Reimbursement Requests during the applicable project period.

- **What is the earliest date for substantial approval?**

The grant's project start date is the earliest substantial approval date. For instance, July 1st is the project start date for many federal and state grants and thus July 1st would be the earliest substantial approval date.

Applications submitted in a substantially approvable state *prior* to or on a grants project start date will receive the project start date as the substantial approval date.

- **What if my funding application isn't substantially approved by the grant's project start date?**

It is important to remember that the substantially approved date is the **obligation date** tied to the date your funding application is submitted in a substantially approvable state. This means that once your grant project receives SEA Director approval, you may submit Reimbursement Requests in GME. Expenditures can then be reimbursed from the date the funding application was substantially approved.

A substantially approved date of August 15th, for example, would prevent an LEA from being reimbursed for any expenditures which happened between July 1st and up to the August 15th substantial approval date.

• Can my LEA just submit a request for pre-award costs to allow for missing a timely substantial approval date?

The ADE no longer has the authority to approve pre-award costs per the US Department of Education CFR200.458.

CTE Postsecondary Federal Perkins Checklist

Yavapai College (130601001) Public Agency - FY 2025 - CTE Postsecondary Federal Perkins - Rev 5 - CTE Postsecondary Federal Perkins Checklist

This checklist is a means of communication between the ADE and LEAs regarding the allowability and allocability of the items submitted in the funding application. Please follow the steps below to ensure that the funding application contains items that are in compliance with program requirements.

- After the LEA submits the application, the ADE will review the application and mark each section as OK, Not Applicable, or Attention Needed. If the application contains no items that are marked as Attention Needed, the application approval process will continue.
- If the application contains items that are marked as Needs Attention, the application cannot be approved and will be returned to the LEA for edits. The LEA will review the checklist for items that are marked Attention Needed and make the necessary changes to those items. Only the checked items in the sections marked Attention Needed are to be corrected and/or explained. Each section marked Attention Needed also has a place where the ADE may provide notes to explain items needing attention. The LEA should check for notes and additional comments.
- Once the LEA has made the necessary adjustments, the LEA will resubmit the application. If the ADE determines that the item has been corrected, Attention Needed will be changed to OK by the ADE Reviewer. If the items needing attention still have not been corrected, the application will be returned again to the LEA with a status of Not Approved.
- Applications that contain no items that are marked Attention Needed can be moved forward through the approval process.

Checklist Description ([Collapse All](#) [Expand All](#))

☐	1. General Statement of Assurance (GSA) has been submitted	Not Reviewed ▼
	1. GSA location to review submission status: GME Main Menu > Entity Information > General Statement of Assurances link	
	2. If no, contact Grants Management through history log and select No from dropdown of checklist	
☐	2. FFATA & GSA Verification page has been completed	Not Reviewed ▼
	1. Description is included	
	2. All LEA information has been submitted	
☐	3. Reviewed LEA for outstanding Issues	Not Reviewed ▼
	1. Outstanding Completion Report (s)	
	2. Outstanding Refund (s)	
	3. Programmatic Holds (s)	
☐	4. Reviewed for High Risk Status	Not Reviewed ▼
	1. Is this LEA under a high risk status	
	2. Program area may need to apply additional monitoring	
☐	5. Capital Outlay Worksheet page has been reviewed	Not Reviewed ▼
	1. Capital Outlay Worksheet line items are corroborated in Budget Detail line items	
☐	6. General Statements	Not Reviewed ▼
	1. College agrees to Program Assurances, Fiscal Assurances, and Accountability Assurances.	
	2. College agrees to carry out Federal Perkins Requirements.	
	3. College satisfactorily completes the Desk Monitoring- Fiscal Assurances section.	
☐	7. Budget	Not Reviewed ▼
	1. All expenditures must support one or more objectives.	
	2. The total allocation must be budgeted.	

3. All expenditures are listed in the appropriate budget codes.	
4. Salaries must be listed in object code 4100 or 4150. If positions involve face-to-face with students, use object code 4100; if positions are support use object code 4150. Narrative includes job title and FTE. (i.e., Instructional Aide-Culinary, .5 FTE) If new position, include "new". Job description must be uploaded into Related Documents section for each position.	
5. Benefits must be listed in object code 4200.	
6. Stipends indicate extra duty or extended contract pay. Narrative must include #hours X \$/hour X #people=total stipend. Narrative must include activities to be performed.	
7. Supplies includes only program-specific instructional consumable supplies and not any general supplies. Instructional supplies must include a general list of supplies with dollar amount and program area in the narrative to be considered for approval. Include site if applicable. Instructional software must list specific software, dollar amount and program.	
8. Equipment Supplies under \$5,000 (Object Codes 6731, 6732, 6734, 6735, 6737 and 6738) and Capital Equipment (Object Codes 6733, 6736 and 6739) must be included on the Capital Outlay Worksheet and include CTE Program Name, School Name, Quantity, Cost Per Unit, Tax/Shipping/Handling, Object Code and an Item Description.	
9. The Federal Perkins Grant may not exceed the 5% cap for administrative costs (which includes Indirect + Support Services Administration expenditures). This is not automatically tallied by the grant and must be determined manually. The application may not be approved if this is exceeded.	
10. NOTE: For professional development and training activities, supporting documentation for registration and travel should be available upon request.	
8. Assurances Not Reviewed ▼	
1. Confirm that each assurance area has been check "Yes" by the college and no response is left blank.	
9. Federal Perkins Requirements Not Reviewed ▼	
1. College affirms that they will carry out all requirements by indicating "Yes" in the check box.	
10. Desk Monitoring- Fiscal Assurances Not Reviewed ▼	
1. Financial Audit- The date of the most recent annual audit must be entered along with the name of the entity completing the audit.	
2. Financial Audit- All audit findings related to the Federal Perkins Grant funds must be described. If none, indicate N/A.	
3. Fiscal Monitoring- "Yes" or "No" should be checked indicating whether or not the college is requesting a monitoring/technical assistance for their Federal Perkins Grant.	
4. Financial Benefit- All questions should be answered with a "No" otherwise a correction action plan must be added to the comment box.	
5. Entertainment Costs- All questions should be answered with a "No" otherwise a corrective action plan must be added to the comment box.	
6. Capital Equipment Inventory- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.	
7. Supplement Not Supplant- College should answer "Yes" or "No" for each question in this section. If "Yes" is indicated, an explanation must be provided by the college. The Grant Program Specialist must inquire further for any affirmative answer to determine whether or not supplanting has occurred.	
8. Time & Effort- All questions should be answered with a "Yes" otherwise a corrective action plan must be added to the comment box.	
11. Postsecondary Occupational Programs Not Reviewed ▼	
1. College lists all programs that will be provided this year and supported with Federal Perkins funds.	
2. List is by location, program title and CIP code.	

	12. Evaluation & Accountability	Not Reviewed ▼
	1. Recipient has provided the date of the most recent Local Needs Assessment and has uploaded a copy into the Related Documents area of the grant.	
	2. Recipient has provided a summary of the results of their analysis from the Local Needs Assessment (or progress analysis in the off year) and has included all major areas of focus to be addressed this year.	
	3. Recipient has provided a measurable objective (SMART) describing how they will implement an evaluation of the activities carried out by Perkins funds this year.	
	4. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	5. Progress Summary not due until June 30th.	
	6. Repeat review of objectives if additional were submitted.	
	13. Career Exploration/Career Development Activities	Not Reviewed ▼
	1. Recipient has provided a description of the career exploration and/or career development activities they will provide so that students can make informed choices regarding future education, career opportunities and programs of study.	
	2. Recipient has provided a measurable objective (SMART) related to the provision of career exploration and/or career development activities carried out by Perkins funds this year.	
	3. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	4. Progress Summary not due until June 30th.	
	5. Repeat review of objectives if additional were submitted.	
	14. Professional Development	Not Reviewed ▼
	1. Based on the results of the Local Needs Assessment (or summary of progress in the off year), the recipient provided a description of the professional development activities to be provided or supported this year.	
	2. The recipient provided a description of how specifically they will provide or support professional development activities focused on embedding professional skills and academic content into career and technical education programs/courses.	
	3. A measurable objective (SMART) was provided regarding how the entity will provide/support career and technical education professional development with Perkins funding.	
	4. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	5. Progress Summary not due until June 30th.	
	6. Repeat review of objectives if additional were submitted.	
	15. Skill Development	Not Reviewed ▼
	1. Recipient provided an explanation of how the career and technical education programs offered ensure that students have the skills necessary to pursue careers in high-skill, high-wage or in-demand industry sectors or occupations.	
	2. A description of how the results of the Local Needs Assessment (or progress summary in the off year) supports the choice of programs/programs study being offered was provided (as listed in the Postsecondary Occupational Programs section of the grant). An analysis was provided to support their choice of programs.	
	3. A description was provided indicating how all students will learn about their career and technical education offerings.	
	4. The recipient provided a description of the extra steps to be taken to inform/recruit special population students into career and technical education programs.	
	5. A description was provided regarding how the recipient will coordinate with local workforce development boards, local workforce agencies, one-stop delivery systems and other partners in their community.	
	6. A measurable objective (SMART) was provided regarding how the recipient will provide within career and technical education the skills necessary to pursue careers in high-skill, high-wage or in-demand industry	

	sectors or occupations for all participating students.	
	7. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	8. Progress Summary not due until June 30th.	
	9. Repeat review of objectives if additional were submitted.	
	16. Academic Integration	Not Reviewed ▼
	1. Based on the results of the Local Needs Assessment, the recipient provided an explanation of how they will improve the academic and technical skills of students through the integration of coherent and rigorous content aligned with challenging academic standards and relevant career and technical education programs to ensure learning in the subjects constitutes a well-rounded education.	
	2. A measurable objective (SMART) was provided regarding how the recipient will support the integration of academic skills into career and technical education programs/programs of study this year.	
	3. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	4. Progress Summary not due until June 30th.	
	5. Repeat review of objectives if additional were submitted.	
	17. Increase Student Achievement	Not Reviewed ▼
	1. Based on the results of the Local Needs Assessment (or the analysis of progress in the off year), a description was provided on how Perkins funding would be utilized to plan and carry out elements that support implementation of career and technical education programs/programs of study that result in increased student achievement.	
	2. A description was provided on how the recipient will ensure equal access for all special populations students to career and technical education programs/programs of study.	
	3. A description was provided on how the recipient will ensure that members of special populations are not discriminated against based on their status as members of special populations.	
	4. A description was provided regarding how students participating in career and technical education programs will be offered the opportunity to gain postsecondary credit while still attending high school. If not available, they must indicate at least an N/A.	
	5. The recipient provided an explanation of how they will support career and technical education student achievement by promoting access to industry-recognized certification examinations or other assessments leading toward a recognized postsecondary credential.	
	6. A measurable objective (SMART) was provided focused on successful implementation of career and technical education programs/programs of study in support of increased student achievement.	
	7. Recipient has provided a justification for their choice of objective and how it will address the identified need.	
	8. Progress Summary not due until June 30th.	
	9. Repeat review of objectives if additional were submitted.	
	18. Performance Measure Improvement Plan(s) / Directed Improvement Plan(s)	Not Reviewed ▼
	1. Recipient has completed a separate Performance Measure Improvement Plan for each performance measure not meeting 90% of the State Determined Level of Performance.	
	2. Box 1: Identifies the specific performance measure not met (1P1, 2P1 etc...).	
	3. Box 2: Indicates numerically the college level of performance achieved for this measure.	
	4. Box 3: Indicates numerically the State Determined Level of Performance (SDLP) for this measure.	
	5. Box 4: Indicates numerically 90% of the SDLP for this measure.	
	6. Box 5: Indicates numerically at least a "1" but not exceeding a "2." Performance measures not met for three or more consecutive years requires a separate Directed Improvement Plan be completed. The Grants	

