



UNITED STATES DEPARTMENT OF EDUCATION
OFFICE OF CAREER, TECHNICAL, AND ADULT EDUCATION
DIVISION OF ADULT AND TECHNICAL EDUCATION

PROGRAM MEMORANDUM – OCTAE-23-3

DATE: June 30, 2023

TO: State Directors of Career and Technical Education

FROM: Sharon Lee Miller
Director, Division of Academic and Technical Education

SUBJECT: State Plan Submissions for Fiscal Year (FY) 2024 Grant Awards - OMB
Approval Number: 1830-0029

Pursuant to the *Guide for the Submission of Perkins V State Plans* (OMB Approval Number: 1830-0029, Exp. 8/31/2025), I am pleased to inform you of the statutory requirements, procedures, and State plan submission instructions for each eligible agency (State) to receive its Fiscal Year (FY) 2024 grant award under the *Carl D. Perkins Career and Technical Education Act of 2006*, as amended by the *Strengthening Career and Technical Education for the 21st Century Act* (Public Law 115-224) (Perkins V). This information applies to your State whether it submits its Perkins V State plan separately or as part of a Workforce Innovation and Opportunity Act (WIOA) combined State plan. FY 2024 grant awards generally cover the period from July 1, 2024 – June 30, 2025, although the period of availability of FY 2024 funds can be extended for a 15-month period through September 30, 2025. We expect to issue FY 2024 Perkins V grant awards on July 1, 2024 (initial award), and October 1, 2024 (supplemental award).

Statutory Requirements for FY 2024 State Plan Submissions

Following the July 2018 enactment of Perkins V, your State submitted a one-year transition plan covering FY 2019 (July 1, 2019 – June 30, 2020) and then a four-year State plan covering FY 2020-23 (July 1, 2020 – June 30, 2024). For your State to receive its FY 2024 Perkins grant award, you are required to submit one of the following pursuant to section 122(a)(5) of Perkins V:

- *Option 1:* A subsequent (new) four-year State plan covering FY 2024-27 (July 1, 2024 – June 30, 2028), including a budget for FY 2024 and State determined performance levels (SDPLs) through FY 2027; or
- *Option 2:* Annual revisions to establish your SDPLs for FY 2024 and a budget for FY 2024.

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If your State chooses Option 2, your State may submit any other revisions¹ to your previously approved State plan as Perkins V permits annual revisions to be made at any time (section 122(a)(2)(A) of Perkins V).

Establishing State Determined Performance Levels

Regardless of whether your State selects Option 1 or Option 2, your State must establish SDPLs that meet the requirements of section 113(b)(3)(A)(III) of Perkins V. In addition, your State must engage in a public comment process pursuant to section 113(b)(3)(B) of Perkins V, which requires broad stakeholder consultation, the opportunity for written comments not less than 60 days prior to submission of the State plan, and a written response to the comments provided in the State plan submission.

Submission Procedures and Support

In developing your FY 2024 State Plan, your State must follow the applicable requirements in section 122 of Perkins V and 34 CFR Part 76. In addition to the required broad stakeholder consultation and public comment period, depending on which option your State pursues, your process may include public hearings and the opportunity for your Governor’s signature as shown in the chart below:

State Plan Options	Broad Stakeholder Consultation	Public Hearings	Public Comment Period	Opportunity for Governor’s Signature
Option 1: New 4-Year State Plan -OR-	Required	Required	Required	Required
Option 2: Annual SDPL Revisions -AND AS APPLICABLE-	Required		Required	
Any Other Annual Revisions: Non-Substantive -AND/OR-				
Any Other Annual Revisions: Significant & Relevant	Required	Required	Required	Required

Your State must submit the applicable items listed above to the Perkins State Plan Portal no later than the close of business on May 10, 2024. If your State includes Perkins

¹ As a reminder, under 34 CFR 76.140, any revision that results in a “significant and relevant change in ...the information or assurances in the plan; the administration or operation of the plan; or the organization, policies, or operations of the State agency that received the grant, if the change materially affects the information or assurances in the plan” must follow the procedures in 34 CFR 76.140

as part of its WIOA combined State plan, it must still follow the same procedures outlined above. However, such States are required to instead submit any narrative revisions as part of their WIOA State plan submissions to the WIOA State Plan Portal.

Online training sessions regarding the submission of items to the Perkins State Plan Portal will be held for State career and technical education directors and their staff in March of 2024. Further details regarding these sessions will be sent under separate cover and posted to the calendar on the Perkins Collaborative Resource Network at <https://cte.ed.gov>.

Please contact your Perkins Regional Coordinator if you have any questions regarding the submission requirements and procedures for your State's FY 2024 Perkins V grant award. A State-by-State listing of these staff members is available at <https://cte.ed.gov/contact/staff-by-state-responsibility>.

Our office intends to release a subsequent memo and host a Town Hall series outlining policy priorities for consideration in planning for FY 2024 Perkins State plan submissions. We look forward to continuing to work with you to implement your Perkins V State plan and provide all students with access to and success in high-quality career and technical education programs.