



CTE FINANCE UPDATE

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CTE Base and Performance Grant

Effective July 1, 2018 (will be an annual grant)

Replaces the following CTE funding:

- Salary Reimbursement
- Student Services Reimbursement (At-Risk funding)
- Effectiveness Index Formula

Based on CTE data submitted in MOSIS:

- Secondary (2016-2017)
- Adult and Postsecondary (2017-2018)

Allocations were loaded into ePeGS and budgets due by July 1, 2018

<https://dese.mo.gov/financial-admin-services/career-and-technical-education-cte-finance/state-cte-finance>



CTE Base and Performance Grant

CTE Base Funding:

- Secondary (Area Career Centers and High Schools)
- Postsecondary
- Adult

CTE Performance Funding:

- Secondary ONLY (Area Career Centers and High Schools)

Each LEA will receive one grant allocation which could possibly be comprised of multiple amounts



CTE Base and Performance Grant

Funds must only be used to support DESE approved CTE programs

Funds may be used for the following:

- Salaries/benefits of CTE teachers and counselors
- Instructional equipment and supplies for CTE programs
- Professional development for CTE teachers and counselors
- Tuition fees for students enrolled in CTE programs at area career centers
- Other expenditures that the LEA deems appropriate to support CTE programs

Expenditures must adhere to the funding guidelines and the List of Allowable and Unallowable Costs



CTE Base and Performance Grant

CTE Base Funding—Secondary (Area Career Centers)

Core Support

- Each ACC will receive core support of \$75,000.

Career Ed Time Devoted (CTD)

- The Department will use the October Cycle in Core Data—Educator (Screen 18) and Course & Assignment (Screen 20) to obtain the educator FTE and CTD data. This data is linked to the June Student Course Completion file in MOSIS.
- The Department will total the FTE and CTD for educators at each LEA who are properly certificated and teaching DESE approved CTE programs.
- The Department will multiply the total CTD for each LEA by \$2,500.

Credits Earned

- The Department will use the June Student Course Completion file in MOSIS to obtain the credits earned data.
- The Department will total the number of credits earned for each LEA (credits will be capped at 1,750).
- The Department will then divide the LEA's number of credits earned by the state-wide total of credits earned in order to calculate a credits earned percentage.
- The Department will multiply the credits earned percentage for each LEA by the total funds available for CTE Base Funding.



CTE Base and Performance Grant

CTE Base Funding—Secondary (Comprehensive High Schools)

Career Ed Time Devoted (CTD)

- The Department will use the October Cycle in Core Data—Educator (Screen 18) and Course & Assignment (Screen 20) to obtain the educator FTE and CTD data. This data is linked to the June Student Course Completion file in MOSIS.
- The Department will total the FTE and CTD for educators at each LEA who are properly certificated and teaching DESE approved CTE programs.
- The Department will then divide the LEA's number of CTD by the state-wide total of CTD in order to calculate a CTD percentage.
- The Department will multiply the CTD percentage for each LEA by the total funds available for CTE Base Funding.

Note: The goal is that the allocation per FTE CTE will be maintained at an amount of at least \$2,500



CTE Base and Performance Grant

CTE Base Funding—Postsecondary (Institutions of Higher Education)

- The Department will use the PS/Adult Course Assignment file in MOSIS to obtain the credit hour data.
- The Department will total the number of credit hours taught in DESE approved CTE programs for each LEA.
- The Department will then divide the LEA's number of credit hours by the state-wide total of credit hours in order to calculate a credit hour percentage.
- The Department will multiply the credit hour percentage for each LEA by the total funds available for CTE Base Funding.



CTE Base and Performance Grant

CTE Base Funding—Adult

Full-Time Adult (500 or more contact hours of instruction)

- The Department will use the PS/Adult Course Assignment file in MOSIS to obtain the instructor and contact hour data.
- The Department will total the number of educators at each LEA who are properly certificated and teaching 500 or more contact hours of instruction in DESE approved CTE programs.
- The Department will then multiply the LEA's number of full-time educators by \$15,000.

Short-Term Adult (up to 499 contact hours of instruction)

- The Department will use the PS/Adult Course Assignment file in MOSIS to obtain the instructor and contact hour data.
- The Department will give funding priority to CTE programs in high demand occupations.
- The Department will then multiply the educator's number of contact hours of instruction by \$10.



CTE Base and Performance Grant

CTE Performance Funding—Secondary (Area Career Centers and Comprehensive High Schools)

- The Department will use the June Student Core and Attendance file in MOSIS to obtain completer data.
- The Department will use the Student Graduate Follow-Up file in MOSIS to obtain the placement data.
- The Department will total the number of completers for each LEA that were positively placed in employment, continuing education, or military.
- The Department will then divide the LEA's number of completers that were positively placed by the state-wide total of completers that were positively placed in order to calculate a positive placement percentage.
- Lastly, the Department will multiply the positive placement percentage for each LEA by the total funds available for CTE Performance Funding.

Note: The CTE Performance Funding will only be distributed to secondary LEAs that achieve success in the positive placement of program completers (and it will be based 100% on positive placement).



CTE Base and Performance Grant

Access to the CTE Base and Performance Grant in ePeGS

School Districts--Access to this grant in ePeGS must be provided by the User Manager (UM) at the district. The designated UM can add/delete/modify users or user access levels (View Only, Data Entry, or Authorized Representative). The user must have Authorized Representative permission to be able to submit the CTE Base and Performance Grant.

Institutions of Higher Education--Access to this grant in ePeGS is provided by DESE upon the completion and submission of the Web Systems User ID Request Form-Public (https://dese.mo.gov/sites/default/files/dac_forms/MO5002377.pdf). The request form will explain the various user access levels (View Only, Data Entry, or Authorized Representative). The user must have Authorized Representative permission to be able to submit the CTE Base and Performance Grant.



CTE Base and Performance Grant

Contact Info for the CTE Base and Performance Grant in ePeGS

The LEA contact will receive automated emails from DESE regarding the status of the grant in ePeGS. The LEA contact information is populated from the Data Collection System which is accessed through Web Applications-Data Collection. LEAs must ensure that the contact information reported in the August Cycle under Screen 3 District Contact Personnel is accurate and up-to-date. The system emails will be sent to the contact listed on this screen.



CTE Coding

CTE Project Codes (Federal Funds):

- | | |
|---|-------|
| • Child Development Associate (CDA) Grant | 42101 |
| • Perkins Grant—Postsecondary | 42700 |
| • Perkins Grant—Secondary | 42701 |
| • Perkins—Pathways for Teachers Grant | 42702 |
| • CTE Substitute Payment—Federal | 42703 |

<https://dese.mo.gov/financial-admin-services/career-and-technical-education-cte-finance/cte-coding>



CTE Coding

CTE Project Codes (State Funds):

• CTE Base and Performance Grant	33200
• CTE Enhancement Grant	33201
• CTE Program Improvement Grant—Ag	33202
• CTE Program Improvement Grant—BMIT	33203
• CTE Program Improvement Grant—FCS	33204
• CTE Program Improvement Grant—Health	33205
• CTE Program Improvement Grant—STS	33206
• CTE Program Improvement Grant—T&E	33207
• CTE Technical Centers That Work Grant	33208
• CTE Incentive Payment	33209
• CTE Mentoring Payment	33210
• CTE Substitute Payment—State	33211
• CTE GAMM Project	33212
• CTE Displaced Homemaker Grant	33213



CTE Coding

CTE Function Codes:

• Agricultural Education	1311
• Business Education	1321
• Family Consumer Sciences and Human Services Education	1331
• Health Sciences Education	1341
• Marketing and Cooperative Education	1351
• Skilled Technical Sciences Education	1361
• Technology and Engineering Education	1371
• Career Education Special Populations	1381
• Other Career Education (Non-Program Specific)	1391
• Adult Career Education	1621
• Area Career Center Fees	1921
• Guidance Services	2120
• Professional Development	2200
• Other Support Services (Direct Administrative Costs)	2491
• Other Fiscal Services (Consortium Subawards, Indirect Costs)	2529



CTE Coding

CTE Revenue Codes:

- | | |
|---|------|
| • State Career and Technical Education (CTE) | 5332 |
| • Federal Child Development Associate Grant | 5421 |
| • Federal Perkins Grant—Postsecondary | 5427 |
| • Federal Perkins Grant—Secondary | 5427 |
| • Federal Perkins Grant—Pathways for Teachers | 5427 |



CTE Coding

Perkins Consortium Guidance—Fiscal Agent

Once Federal Perkins funds are distributed by the Department, the fiscal agent must code the receipt in the general ledger under **Revenue Code 5427 Federal Perkins Grant**. When the fiscal agent disperses Federal Perkins funds to a consortium member, the fiscal agent must record the expenditure in the general ledger under **Function Code 2529 Other Fiscal Services** and either **Object Code 6321 Subawards Under Subagreements—First \$25,000** or **Object Code 6322 Subawards Under Subagreements—In Excess of \$25,000**. In addition, the fiscal agent must include a project/source code to identify the expenditure as paid with Federal Perkins funds.

However, for grant reporting purposes in ePeGS, the fiscal agent must indicate how the Federal Perkins funds were actually used by the consortium member. Because the fiscal agent is providing a subaward to the consortium member, the fiscal agent must report the expenditure in ePeGS based on the type of cost. For example, if a consortium member uses the Perkins funds to support a salary cost, then the fiscal agent must report that expenditure in ePeGS under salaries (and equipment costs would be reported under equipment, professional development costs under professional development, etc).



CTE Coding

Perkins Consortium Guidance—Consortium Member

When a consortium member receives the Federal Perkins funds from the fiscal agent, the consortium member must also code the receipt in their general ledger under **Revenue Code 5427 Federal Perkins Grant**. In addition, the consortium member must record the expenditure in the general ledger under the appropriate function and object code and include a project/source code to identify the expenditure as paid with Federal Perkins funds.



CTE Finance Calendar

Second Semester Dates to Remember:

January 31	Perkins Finance Self-Assessment Deadline
February 1	CTE Program Improvement Grant Reimbursement (FV-2) Deadline
February 28	CTE Enhancement Grant and CTE Base and Performance Grant Budget Revision Deadline
February 28	CTE Enhancement Grant (FY2020) Application Deadline
April 1	CTE Enhancement Grant and CTE Base and Performance Grant FER Opens
April 30	Perkins Grant Budget Revision Deadline
April 30	CTE Enhancement Grant and CTE Base and Performance Grant Payment Request Closes
May 31	CTE Enhancement Grant and CTE Base and Performance Grant FER Deadline
July 1	CTE Base and Performance Grant, Perkins Grant, CTE Program Improvement Grant, and CTE Displaced Homemaker Grant (FY2020) Application/Budget Deadline

<https://dese.mo.gov/financial-admin-services/career-and-technical-education-cte-finance/cte-finance-calendar>



CTE Incentive Payment

One-time payment at the end of the fiscal year as a result of any unspent funds from the various CTE grants and programs

Replaces the Effectiveness Index Formula surplus amount

The payment will be based on the same CTE placement data used for the performance component of the CTE Base and Performance Grant

Only area career centers will receive the CTE Incentive Payment

Funds **MUST** be used to support DESE approved CTE programs



Questions??

Contact Info

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Listserv:

<https://dese.mo.gov/financial-admin-services/career-and-technical-education-cte-finance/cte-finance-listserv>