

Salt Lake Community College

Carl Perkins V FY26 Guidelines and Assurances

Use of Carl Perkins Funding (Please read thoroughly before signing your application)

Perkins V represents an important opportunity to expand opportunities for every student to explore, choose, and follow career and technical education programs of study and career pathways to earn credentials of value. Perkins V continues to have a particular focus on special populations. Perkins resources may not fund personnel for more than three years. In addition, it is also not allowable to switch an employee in the same department to Perkins funds who has not been previously funded. If you are seeking funding for a full or part-time employee (full or partial funding) you **must** provide a plan in your application as to how you will phase the position off of Perkins funding within three years of the first award. These procedures affect all areas (Academic Affairs, Student Affairs, Business Services) of the college. Applications without this required information will not be reviewed for funding.

Any item that is not identified through the Comprehensive Needs Assessment cannot be funded using Perkins. This assessment is completed no less than biennially. This includes any positions that may be requested. If funding for a position is approved in one needs-assessment, it will require the 1/3 stepdown. If in the next needs-assessment it is not identified as a need, it can no longer receive funding.

Funding for tutors and other services that are already in place to assist in achievement of academic success are no longer permitted under the Utah State Plan.

Decide on measurable, quantifiable achievements you expect to be achieved by this proposal, or complete a program needs assessments. When possible, conceptualize those achievements as to how they support or contribute to the outcomes you describe in your Evaluation Criteria section; provide examples of possible outcomes, i.e., special population access, competency/skill achievement, retention (completion) and/or placement.

You may include letters of support from industry, ECPAC members, or collaborating local school district personnel.

Carl Perkins funding is a federally funded grant. All regulations regarding grant activities, including equipment purchases, program development and salaries must meet and follow all statutory guidelines. All application submissions must include answering the Principal Investigator's Assurance Statement.

Approximate timeline for funding:

- July 15, 2024 – applications available online
- August 30, 2024 – Breakfast training: Carl Perkins Proposal Process
- December 16, 2024 – all applications due
- February 2025 – Program Support Committee establishes recommendations to Cabinet
- May 15, 2025 – funding allocations determined
- June -2025 – documents for indexes sent to departments
- July 1, 2025 – ALL PAFs for employees due
- October-November 2025 – anticipated state approval for equipment purchases
- December 31, 2025– all money for equipment must be encumbered or spent by this date
- January 2, 2026 – money not encumbered/spent to be reallocated to other Perkins requests
- June 30, 2026– last date for equipment to be received, installed AND in use in the classroom setting. Any equipment or invoices that arrive after this date become the responsibility of the department purchasing the equipment.

Please note that any piece of equipment that is over \$5,000 must have state approval before any purchases can be made. The College CTE Office will facilitate this process. Departments do not need to do anything beyond submitting the required documentation listed in this application. Any equipment purchases that have 'terms and conditions' MUST be approved through SLCC Risk Management prior to purchase once state approval has been granted.

By federal regulations, all equipment must be received, installed, paid for, and in use prior to the end of the fiscal year, **failure to meet these deadlines can result in the department being responsible for the costs of the items.** The only items that can be purchased with Perkins grant funding are those that are included in the application. Please note – equipment over \$5,000 cannot start the purchasing process until state approval has been received. The CTE Office will notify you once the approval has been received.