

Screen shots from the webinar:

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Today's Objectives & Housekeeping Items

- Walk through of the Perkins Reserve Innovation Grant (P-RIG) Funding Opportunity & RFA
- Review support resources and tools
- Questions submitted via the Q&A chat will be collected and addressed following the webinar on the Perkins FAQ page
- This webinar is being recorded and will be made available on the Perkins V webpage on CCCCO.edu and the [Vision Resource Center](#)



Perkins V Background

The Strengthening Career and Technical Education for the 21st Century Act (Perkins V) was signed into law on July 31, 2018. This bipartisan measure reauthorized the Carl D. Perkins Career and Technical Education Act of 2006 and provides annual Federal funding to support CTE for our nation's youth and adults. Perkins V funding allocated to California Community Colleges Chancellor's office are focused on preparing individuals from traditionally underrepresented student groups, including those individuals who are economically or educationally disadvantaged, and those identified as economically distressed or at-risk, for high skill, high wage, and/or in-demand occupations.



Perkins Reserve Innovation Grant



The goals of the Perkins Reserve Innovation Grant are:

- To foster innovation through the identification and promotion of promising and proven career and technical education programs, practices, and strategies used in closing regional gaps, specifically equity and performance gaps, to increase student success aligned with the Vision for Success goals.
- To support career education pathways that lead to a meaningful credential (such as a certificate or degree, or industrial certifications and licensure) that directly allows student in entering high-skill, high-wage, or in-demand occupations or industries in regionals and communities, where local or regional equity and performance gaps exists.

Perkins P-RIG 2022 Timeline

DATE	EVENT
March 30, 2022	Release Date
April 27, 2022	Bidders' Conference
May 4, 2022	Perkins Reserve NOVA Walk-Through
May 20, 2022	Deadline for Submitting Questions
May 31, 2022	Application Deadline
June 29, 2022	Notification of Intent to Award
July 11, 2022	Appeal Deadline
June 30, 2022	Grant Commencement
June 30, 2024	Grant Period End

Application Due Date

Tuesday, May 31, 2022, by 5:00pm Pacific Time

- The NOVA application system will close at that time and **NO** late submissions will be accepted.

Performance Period

June 30, 2022 to June 30, 2024

- There will be **NO** extensions to the performance period.

Eligible Applicants

Any college or district within the California community college system is eligible to apply. In addition, an applicant should have the operational and physical capacity to implement, manage the project and achieve the performance objectives of the grant.



Funding

- The maximum award amount is up to \$300,000 per award. This is an open competition and there is no limit to the number of applications per region.
- Grants will be awarded for a period of twenty-four (24) months which will be specified on the grant agreement. All performance under this allocation shall be completed by June 30, 2024. Extensions will be not granted for these awards.
- Awards shall be based on the merit and reasonable cost for the anticipated outcomes and performance of the project. The Chancellor's Office reserves the right to adjust awards based upon the availability of funds, or fund applications at a lesser amount if it is determined that the application can be implemented with less funding, or if funding is not sufficient to fully fund awards.



Follow allowable expenditures under Perkins 5 section 135

\$300K per year (max award) – so \$600K total is the total max; but they might amend the budget in the second year (if they feel like it)

Match/Cost Sharing



- Applicant must provide at least 50 percent matching funds from Student Equity and Achievement (SEA) funds or other equity funds, as the goal and purpose of these projects are to reduce local equity and performance gaps.
- Strong Workforce Program and other funds may be used as match for supporting employment and work-based learning activities, as long as SEA or other equity funds are also utilized as match.
- The match must be for the duration of the grant period – two years.

In kind – office, equipment, ect. – all count

Match must be 50% but doesn't have to be all from SEA

Administrative Indirect Cost Rate



Per Statute limits, grantee institution may take a maximum of 5% administrative indirect costs of the total grant awarded.

Incomplete and Late Applications



Incomplete or late applications will not be considered. The Chancellor's Office reserves the right to reject any and all applications received prior to scoring should any of the following occur:

- I. The application is not submitted through the NOVA system.
- II. The budget exceeds the maximum amount allowed as specified in the Application instructions.
- III. The application does not meet the match requirement funding levels and/or indicates that the match comes from non-allowable sources.
- IV. The application is incomplete and/or missing any required documents.

RFA Clarification

If any ambiguity, conflict, discrepancy, omission, or other error in this RFA is discovered, immediately notify WEDD and request a written clarification. Any addendum to the RFA will be posted on the [WEDD RFA website](#). Applicants are responsible for checking the WEDD RFA website for any updates to the RFA or FAQ. Applicants will be not notified via any other manner.

Written questions concerning the specifications and instructions in this RFA must be submitted by email to perkinssupport@cccco.edu

Frequently Asked Questions (FAQs) document will be posted on the [WEDD RFA website](#)



Appeals Process

Applicants who wish to appeal a grant award decision must submit a letter of appeal to the Chancellor's office. The Chancellor's Office must receive the letter of appeal, with a signature by the authorized person, no later than **seven (7) days** after the publication of the awardees. The final decision will be provided in writing within **two weeks** from the date that appeals are due. The Chancellor's Office decision shall be the final administrative action afforded the appeal.



Appeals Process (Cont.)

Appeals shall be limited to the grounds that the Review Committee failed to correctly follow the specified processes for reviewing the application. The applicant must file a full and complete written appeal, including the process(s) in dispute. Incomplete or late appeals will not be considered. The applicant may not supply any new information that was not contained in the original application. Appeals should be submitted to the Chancellor's Office at the following email address perkinssupport@cccco.edu.



Instructions for Preparing

Creating/Accessing Your NOVA Account

- New Users – [Request Access](#)
- Returning Users – <https://nova.cccco.edu>

NOVA Technical Assistance

- For questions related to the NOVA System, please contact [NOVA Help Desk](#)



Application Format & Instructions

- Only applications submitted via the NOVA system will be accepted.
- Applicants may be required to make adjustments in the budget, work plan, or other aspects of the application prior to distribution of funds.
 - Grant applications are scored based on a 100-point scale
 - A minimum average score of 75 must be obtained during the review process

Application Component & Instructions

Application Section	Maximum Points
Application Narrative	30
Workplan	30
Project Management	15
Budget and Budget Narrative	15
Overall Project Feasibility	10
Total	100

Application Narrative

Maximum Points: 30

- Describe your proposed project goal, purpose and scope.

Looking for specific measurable goals for the two years – not just a list – quality not quantity

Be detailed

Workplan

Maximum Points: 30

- The workplan provides detailed description of the annual activities, timeline and expected measurable outcomes, deliverables and responsible individuals for the tasks or activities for the proposed project.
- The workplan serves as the major foundation for linking the various pieces of the proposal together, to show how work will be conducted to achieve what is laid out in the proposal.

Don't use on going activities – provide a timeline; be specific – don't say "on going" provide actual dates
You can adjust work plan in year two
(we just contact our monitor to adjust it)
They pay close attention to the work plan

Be detailed and make sure you refer to it all the time
They will use it to evaluate us

Project Management



Maximum Points: 15

- Describe the team of staff and individuals who will be responsible for this project working on the day-to-day activities, including but not limited to outreach and recruitment, supporting students, providing interventions as needed, coordinating with partners, providing job and workbased learning placements for students, monitoring and tracking program participants and submitting required reports and data to the Chancellor's Office.
- Describe what existing college capacity and resources will be effectively utilized and integrated with this project to ensure project success.

Be specific

Project Management (Cont.)



- Describe who will be the executive/administration level sponsor for the project, and college resources and personnel that will be available to support the project and ensure success.
- Describe the role of Institutional Effectiveness in this provide and any support provided for evaluation or other activities. Explain how performance measures are incorporated into the project evaluation of the workplan.
- Describe the college's plan upon completion of the project.

Budget & Budget Narrative



Maximum Points: 15 Points

- Applicants must submit a budget for each year of funding by object code (1000 to 6000) and provide clear narrative of each expenditure line item. The budget narrative must include purpose of any services, materials, salaries, etc. included in the budget.

They are requesting details

Overall Project Feasibility

Maximum Points: 15

The following factors will be considered in review of an application:

- I. Significance
- II. Quality of the Workplan
- III. Project Design and Management Plan
- IV. Adequacy of Resources

Reporting

Grantees will be required to report on performance metrics and expenditures biannually in [NOVA](#). The Chancellor's Office may, at its discretion, institute additional reporting requirements or frequency as needed for the improvement of the grant.

Reporting Dates

Expenditure End Date	Reporting Due Date	Bi-annual Expenditure and Reports
December 31, 2022	January 31, 2023	1 st Bi-Annual Expenditure (Year 1 - Q1 & Q2) and Progress Report due
June 30, 2023	August 31, 2023	2 nd Bi-Annual Expenditure (Year 1 - Q3 & Q4) and First Year Progress Report due
December 31, 2023	January 31, 2024	3 rd Bi-Annual Expenditure (Year 2 - Q1 & Q2) and Progress Report due
June 30, 2024	August 31, 2024	4 th Bi-Annual Expenditure (Year 2 - Q3 & Q4) and Second Year Progress Report due
	December 31, 2024	Project Evaluation and Final report due

Supporting Documentation

Applicants must upload the following documents:

- Match Budget Detail Form
- Partnerships Form (Letter of Intent, MOU)

Application Tools

- [NOVA](#)
- [LaunchBoard](#)
- [MIS Data Mart](#)
- [Centers of Excellence Labor Market Research](#)

Frequently Asked Questions

How many applications may be submitted for Perkins Reserve?

Answer: There is no limit. We are looking for quality applications.

What is the maximum budget?

Answer: The maximum budget is \$300,000. Any application with a budget above the \$ 300,000 threshold will be rejected.

What is not allowable under this RFA?

Answer: The funding source of this grant is Perkins. Therefore, recipients must follow Perkins V rules and regulations related to the use of funds.



Frequently Asked Questions



Would there be more funding after 2024 end date?

Answer: Funding for the Reserve is dependent each year on allocations in the federal budget approved by Congress.

May we provide more than 50 % match?

Answer: Yes, applicant may provide more than 50% match.

Can grant funding be used by the applicant to make subawards, acquire contract services, or fund partnerships?

Answer: Yes, funds can be used for contracts and subawards in accordance with the Contracts and Subawards/Subgrants requirements. Note that the recipient is accountable to the state for the proper expenditure of funds and reporting requirements.

Frequently Asked Questions



What is considered as an in-kind match?

Answer: Section 114(e)(2)(A) of Perkins V requires each grantee to provide from non-Federal sources (e.g., State, local, or private sources), an amount equal to not less than 50 percent of the funds provided under the grant.

All or part of the match can come from the state. In-kind contributions can be an organization's staff time, cash, the use of volunteers, and/or donated time, equipment, expertise, etc., consistent with the regulations governing matching fund requirements.

May the source of matching funds be changed after a grant is awarded?

Answer: Yes, a grant recipient can adjust the sources of its matching funds during the project period if other eligible matching funds become available that would benefit the overall management of the project. Documentation of such changes in sources of match is required of the grant recipient by notifying the state grant project monitor in advance.

Is there a minimum letter of support needed to be submitted with the Perkins Reserve application?

Answer: There is no minimum or maximum number of letter of support. We expect applicants to submit the number of letters of support as appropriate to reflect their partners' involvement and financial commitments.

Frequently Asked Questions



May letters of support be submitted after the Perkins Reserve application deadline?

Answer: No, we encourage applicant to submit all information as part of proposal package through NOVA system by the deadline. The evidence must include a budget detailing the source of the matching funds, whether the funds will be provided in cash or through in-kind contributions.

What kind of partners may I have on the Perkins Reserve application?

Answer: Partners may include state agency, industries, educational institutions, faith-based organizations, not for profit organizations, or federal agency.

How many projects do you expect to fund with Perkins Reserve?

Answer: The number of projects will depend on the number of applications and the availability of funding.

Frequently Asked Questions



What is the Perkins Reserve funds priority?

Answer: The Perkins Reserve Innovation Grants are competitive grants to provide funding assistance to eligible applicants to implement proven and evidence-based strategies to close equity and participation gaps in skills and employment. Priority will be given to applicant that address existing CTE programs with disparities or equity gaps in performance or create and pilot an accelerated version of an existing CTE Certificate Programs or Training with direct job placements.

Announcement



Perkins Reserve RFA: A NOVA Walk-Through

Wednesday May 4, 2022

11:00 AM to 11:30AM

Registration

form: https://cccconfer.zoom.us/webinar/register/WN_M1mww3-bTD2ZIXCK5f0WuQ.

Questions from the Chat:

- Rural college focus Q: no not exclusively focused on rural (don't worry about this)
- If an institution or district has multiple projects to propose - should they create multiple applications or put them all into one application?: Separate applications for each project proposed; Unless we are partners
- Can we use funds to support internships? – If Perkins allows it, then yes
- We can only include perkins allowable activities – must follow the act
- Matching fund can cover non allowable costs – as long as it isn't perkins funds, then it is fine
- Does the budget need to include the A-E category? Yes – same as Perkins