**Appendix 2.1 – Contractual Provisions, Assurances, and Certifications**

**Section D – Transfer of Local Funds – Consortium Only**

**Consortium Guidelines**

Postsecondary institution must meet a minimum allocation of $50,000 to qualify for Perkins funding. If an institution is unable to meet these requirements, it may form a consortium between multiple institutions to meet the qualifications.

**Instructions/Additional Resources:**

The following policy applies to postsecondary institutions with annual allocations of less than $50,000, thereby subject to distribution of funds by consortium agreement.

Strengthening Career and Technical Education For the 21st Century Act Sec. 132(3)

1. In General. - In order for a consortium of eligible institutions described in paragraph (2) to receive assistance pursuant to such paragraph, such consortium shall operate joint projects that –
2. Provide services to all postsecondary institutions participating in the consortium; and
3. Are of sufficient size, scope, and quality to be effective.

1. Funds to Consortium. – Funds allocated to a consortium formed to meet the requirements of this section shall be used for purposes and programs that are mutually beneficial to all members of the consortium and shall be used only for programs authorized under this title. Such funds may not be reallocated to individual members of the consortium for purposes or programs benefitting only one member of the consortium.

Consortium postsecondary eligible recipients must meet the requirements of Sec. 132 for the development, implementation and delivery of Perkins funding. Grantees unable to meet the requirements of the law may be subject to non-compliance actions taken by the state.

**How Does the Consortium Work?**

1. Consortium applications should be developed with goals and objectives mutually beneficial to all partners.
	1. Joint projects and professional development activities are encouraged whenever possible.
	2. Partners will work together to develop and submit to Board staff the Perkins Consortium Agreement and the Local Grant application.

* 1. Partners should meet periodically throughout the year to jointly plan, disseminate information, develop strategies, and evaluate continuous improvement practices.
1. The combined consortium partner annual Perkins allocations will be transferred to the lead partner that will oversee programs and purposes benefitting all consortium members.
	1. Each consortium partner will follow their own policies and procedures in implementing the award. The lead partner will contact Board staff if questions arise.
	2. The lead partner will be responsible for submitting all progress reports, final report and revisions to Board staff in addition to being the lead contact for KBOR inquiries.

Perkins Consortium Agreement FY\_\_\_\_\_\_\_\_\_\_

 [Insert Consortium Name here]

**Complete the following:**

|  |  |
| --- | --- |
| **Postsecondary Institution (Fiscal Agent)****Contact Person:** **Address:** **Phone:** **E-Mail:**  | **Postsecondary Institution****Contact Person:** **Address:****Phone:** **E-Mail:** |
|  | **Postsecondary Institution****Contact Person:** **Address:****Phone:** **E-Mail:** |

\*Add boxes for consortium members as needed

Consortium Plan Narrative

The consortium plan narrative describes how your consortium proposes to improve career technical education (CTE) and address the required and permissible activities under the Perkins Act. Respond to each of the following questions.

1. How does your plan support the CTE programs in your consortium? What initiatives included in your plan support new or significantly improved CTE programming? Describe how you have selected the programs that will receive support and how the consortium, as a whole, will benefit from the Perkins expenditures.
2. Describe the process you used to analyze and interpret performance on core indicators, and how the expenditure of funds in your plan supports improved performance on negotiated performance targets.
3. Describe the consortium’s plan for providing sustained, high-quality professional development and how this plan is supported by expenditure decisions.
4. If you are purchasing equipment for the consortium with Perkins funds, how will the equipment benefit all consortium members?

### TRANSFER OF POSTSECONDARY LOCAL FUNDS

**(CONSORTIUM ONLY)**

Use this form for transferring S*trengthening Career and Technical Education for the 21st Century Act* *(Perkins V)* postsecondary funds from one eligible recipient to another eligible recipient providing service on behalf of the institution. Submit an original copy for each institution transferring funds into a consortium/partnership.

I certify that

Transferring Institution Name

is transferring all postsecondary local grant funds made available under S*trengthening Career and Technical Education for the 21st Century Act* *(Perkins V)* for FY\_\_\_\_\_\_\_\_\_ to

Receiving Institution Name

The funds will be used as described in the program improvement grant application package of the receiving institution. The uses of funds must be mutually beneficial to Perkins-approved CTE programs at all institutions in the consortium.

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Original Signature of President or Original Signature of President or Authorized Administrator Transferring Funds Authorized Administrator Receiving Funds

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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###### STATE USE ONLY

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I hereby certify that the transferring institution is eligible for the funds identified above and the receiving institution is eligible to receive said funds.

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Signature of KBOR Authorized Representative Date