

Colorado Community College System CTE Online Account System Selected Screen Shots

Log In Page



CTE Online Account

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Welcome to the Colorado Community College System's CTE Online Account web site.

Please log in here

User name: (your email address)

Password:

- Do you need an account? Please contact the CCCS [Perkins Director or Office Manager](#).
- Do you need directions on using this website? If so, [click here](#).
- Have you forgotten your password? If so, [click here](#).

. Colorado Community College System .

Work Areas Page



CTE Online Account
Test Account
FY 2009 - 2010

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Perkins Local Plan - Work Areas - Welcome Test Secondary

FY2010 Initial Award Estimate

Non-Reserve (Basic) Funds	Reserve Funds	Total Funds	First Installment
\$12,300	\$30,000	\$42,300	\$130,000

Please read [Perkins First Installment Grant Award Notification](#).
The [Performance Metrics Report](#) at your institution has been posted.

New Perkins Local Plan in FY 2009 - 2010

You can NOT create a new Perkins local plan right now because a Perkins local plan already exists for your institution. Only one Perkins local plan may be created at each institution within a fiscal year. To revise or access an existing Perkins local plan, go to the bottom section and select the Perkins Local Plan Number from the drop down list.

Your Existing Perkins Local Plan

Select your Perkins Local Plan Reference Number below to revise or access this Perkins local plan. The corresponding application year is provided for your reference as well. Please note that once you click on the button *Return to Local Plan* it may take a minute or two to load your local plan. (You only need to click this button one time.)

1182 (FY 09 - 10)

Perkins Main Local Plan Page



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Perkins Local Plan - Main Page

Perkins Local Plan Reference Number: 1182

Welcome Test Secondary. Each section below needs to be filled in before you can submit your local plan. You may fill out each section at your own pace, one at a time, by clicking the Edit button. **Please be sure to save your work frequently.** Click on the "Save" button to save your work and stay on this same page. Click on the "Next" button to save your work and move on to the next step in the process. Clicking the "Cancel" button will return you to this page without saving your edits.

Please log out when you need to temporarily end your session.

You may return to this main Perkins local plan area at any time by logging in to the main web page and selecting Perkins Local Plan Reference Number **1182** from the drop down list titled "Your Existing Local Plans" on the *Work Areas* web page. Please be sure to keep a record of this Perkins Local Plan Reference Number in case you need to return at a later time.

If you have already finished a step, then its title will be "grayed out".

Step 1	Five Year Long Term Strategic Local Plan	Edit
Step 2	Local Improvement Plan	Edit
Step 3	One Year Short Term Strategic Local Plan	Edit
Step 4	Funded Projects Information	Edit
Step 5	General Assurances Information	Edit
Step 6	Funded Projects - Year End Analysis	Edit
Final Step	Summary, Authorization & Signature	View
	Local Plan Workflow and Current Status	View

Five Year Long Term Strategic Local Plan Page



Five Year Long Term Strategic Local Plan Page

Perkins Local Plan Reference Number: 1182

- **Page Purpose:** This page is the first component of the local plan. Its purpose is to provide you, the local recipient, with a forum to articulate your relevant long term strategies. It is required for each local recipient who desires federal Perkins funding.
- **Regulatory Notes:** Each component of this document is required as outlined in Section 134(b) of the Carl D. Perkins Career and Technical Education Act of 2006.
- **Page Directions:** Each answer is limited to 500 characters.
- The entries on this page are carried over from your last year's Perkins Local Plan. You may update it if needed but are not required to do so.
- We recommend pressing the *Save* button frequently so your work is not lost. Click on the *Save* button to save your work and stay on this same page. Click on the *Next* button to save your work and move on to the next step in the process. Clicking on the *Cancel* button will return you to the *Main* page without saving any information on this page.
- You may also visit [Colorado Perkins Implementation Strategies](#) or [Performance Metrics](#) report.

1. How will your educational institution offer the appropriate courses of not less than one CTE plan of study?

2. How will your educational institution improve the academic and technical skills of students participating in CTE programs through integration?

3. How will your educational institution provide students with strong experience in, and understanding of, all aspects of an industry?

4. How will your educational institution ensure that students who participate in CTE programs are taught to the same coherent and rigorous content aligned with challenging academic standards as are taught to all other students?

5. How will your educational institution encourage CTE students at the secondary level to enroll in rigorous and challenging courses in core academic subjects?

6. How will comprehensive professional development (including initial teacher preparation) for CTE, academic, guidance and administrative personnel be provided to promote the integration of coherent and rigorous content aligned with challenging academics?

7. How will a wide variety of stakeholders be involved in the development, implementation and evaluation of CTE programs and how will such individuals and entities be informed about, and assisted in understanding the requirements of Perkins, including CTE plans of study?

8. How will your educational institution review CTE programs, identify and adopt strategies to overcome barriers for special populations, provide programs that enable special populations to meet local performance levels, and provide activities to prepare special populations, including single parents and displaced homemakers, for high-skill, high-wage, or high-demand occupations that will lead to self sufficiency?

9. How will individuals who are members of special populations not be discriminated against based on this status?

10. How will funds be used to promote preparation for non traditional fields?

11. How will career guidance and academic counseling be provided to CTE students, including linkages to future education and training opportunities?

12. What efforts will be made to improve the recruitment and retention of CTE teachers, faculty, and career guidance and academic counselors, including underrepresented groups; and to facilitate the transition to teaching from business and industry?

Local Improvement Plan Page



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Local Improvement Plan Page

Perkins Local Plan Reference Number: 1182

- **Page Purpose:** This page precedes the One Year Short Term Strategic Local Plan and is only required for certain local recipients. Local Improvement Plans are required by each Fiscal Agent recipient for any Performance Metric that is not equal to or greater than at least 90.0% of the defined target level. If the denominator < 30, it is not deemed to be a deficiency.
- **Regulatory Notes:** Each component of this document is required as outlined in Section 123 (b) of the Carl D. Perkins Career and Technical Education Act of 2006 and is based on an evaluation of the local recipient's performance metrics.
- **Page Directions:** Each answer is limited to 2000 characters.
- We recommend pressing the Save button frequently so your work is not lost. Click on the Save button to save your work and stay on this same page. Click on the Next button to save your work and move on to the next step in the process. Clicking on the Cancel button will return you to the Main page without saving any information on this page.
- You may also visit [Colorado Perkins Implementation Strategies](#) or [Performance Metrics](#) report.

1. Performance Metric: S1 - Academic Attainment (Reading/Language Arts) Actual: 60.00 Target: 99.00

Please describe the specific strategies you will employ to improve the performance of this metric.

2. Performance Metric: S2 - Academic Attainment (Mathematics) Actual: 38.01 Target: 60.00

Please describe the specific strategies you will employ to improve the performance of this metric.

One Year Short Term Strategic Local Plan Page



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One Year Short Term Strategic Local Plan Page

Perkins Local Plan Reference Number: 1182

- **Page Purpose:** The purpose of this page is to provide you, the local recipient, with a forum to articulate your relevant short term strategies. It should bridge the strategies outlined in your 5-Year Long Term Strategic Local Plan with the specific projects detailed in your funded projects.
- **Regulatory Notes:** Each component of this document is required by the State and serves to clarify the link between the 5-Year Long Term Strategic Local Plan and the funded projects.
- **Page Directions:** Each answer is limited to 1500 characters.
- We recommend pressing the Save button frequently so your work is not lost. Click on the Save button to save your work and stay on this same page. Click on the Next button to save your work and move on to the next step in the process. Clicking on the Cancel button will return you to the Main page without saving any information on this page.
- You may also visit [Colorado Perkins Implementation Strategies](#) or [Performance Metrics](#) report.

1. Which answers outlined in your 5-Year Long Term Strategic Local Plan will be addressed through your Funded Projects Worksheet for this year?

2. How did your educational institution's advisory committee(s) determine the need for the projects?

3. How do the projects relate to the Colorado Perkins Implementation Strategies?

4. If applicable, how are other initiatives addressed by the projects (for example, High School Reform, Colorado Paradox, Minority Graduation/ College Entrance, State Board Priorities, College Strategic Plan, NCLB, IDEA/ADA Projects, etc.)

Funded Project Page



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Main Funded Projects Log Off

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Funded Project: Page

Perkins Local Plan Reference Number: 1182

- Fields marked with * are required. A funded project can't be considered complete until all such fields are finished. However, you can finish them at a later time before you submit the local plan.
- Dollar amounts should be rounded to the nearest dollar. **Only enter the whole number. Don't include dollar signs and commas.**
- Please include the traveler's name in the action step description box if an action step's spending category is travel. Please also include the CTE program impacted in the action step description box if an action step's spending category is travel, the travel is out of state and the traveler is a teacher.
- We recommend pressing the *Save* button frequently so your work is not lost. Click on the *Save* button to save your work and stay on this same page. Click on the *Next* button to save your work and move on to the next step in the process. Clicking on the *Cancel* button will return you to the *Main* page without saving any information on this page.
- You may also visit [Colorado Perkins Implementation Strategies](#), [Performance Metrics](#) report, [Travel Policy](#), or [a list of Required and Permissible Uses of Local Funds](#).

FY2010 Initial Award Estimate

Non-Reserve (Basic) Funds	Reserve Funds	Total Funds	First Installment
\$12,300	\$30,000	\$42,300	\$130,000

*Project Name

*Project Objectives (At least one is required.)	Actual Level (%)	Project Goal (%)	Timeline	Requirements / Permissible
<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>		<input type="text"/>	<input type="text"/>	<input type="text"/>

Other Desired Outcome (Up to 600 characters)

Active, new, and conditional CTE programs take the format of "Program Name @School Expiration Date". Hold Ctrl key to select multiple programs.

*CTE programs

[Select all programs](#)

New CTE Program (not yet submitted or approved)
 ACE @ ELIZABETH HIGH SCHOOL 11/24/2008
 ACE @ FRONTIER HIGH SCHOOL 12/01/2007
 BUSINESS EDUCATION @ ELIZABETH HIGH SCHOOL 03/27/2008
 EARLY CHILDHOOD EDUCATION @ ELIZABETH HIGH SCHOOL 04/07/2011
 FAMILY & CONSUMER SCIENCE CORE @ ELIZABETH HIGH SCHOOL 01/05/2012

*Action Steps (At least one is required.) Action description should be defined in the format of "Do step X to accomplish outcome Y".

Description (Up to 1000 characters)	Item	Amount	Spending Category	Grant Type
1. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Description (Up to 1000 characters)	Item	Amount	Spending Category	Grant Type
2. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Description (Up to 1000 characters)	Item	Amount	Spending Category	Grant Type
3. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Year End Analysis Page



Last Year's Funded Projects - Year End Analysis Page

Perkins Local Plan Reference Number: 1182

- **Page Purpose:** The purpose of this page is to provide you, the local recipient, with a vehicle for reviewing, analyzing and commenting on why or why not your Perkins local plan projects from **LAST YEAR** (FY 2008-2009) met or did not meet the project objectives. The project names and objectives shown below are based on the most recently approved version of last year's Perkins local plan. Be sure you have completed all revisions to last year's Perkins local plans before you complete this page.
- **Regulatory Notes:** This analysis is required as outlined in the Education Department General Administrative Regulations (EDGAR.)
- **Page Directions:** If you met your project goal, please describe how. If you did not meet your project goal, and the timeline is complete, please describe why you did not and provide proposed new strategies. If you did not meet your project goal, but the timeline is ongoing, please describe why the project is still on track to meet the project goal.
- We recommend pressing the *Save* button frequently so your work is not lost. Click on the *Save* button to save your work and stay on this same page. Click on the *Next* button to save your work and move on to the next step in the process. Clicking on the *Cancel* button will return you to the *Main* page without saving any information on this page.

Name of FY2008-2009 Funded Project	Project Objective	Goals Selected	Timelines Selected	Current Actual
1. My First Project	S1 - Academic Attainment (Reading/Language Arts)	99.1	FY0809	60.0

Comment

General Assurances Information Page



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General Assurances Information Page

Perkins Application Reference Number: 1182

- **Page Purpose:** This page summarizes key roles, responsibilities and expectations of the Perkins grant recipient. It will also provide evidence that a group of multiple stakeholders were involved in the development of the local plan and that these individuals agree with the proposed uses of the local funds. After the local plan is submitted electronically, you will have a chance to print this document again. Upon receipt of all signatures, fax or mail the original page with signature to:
Perkins Director
Colorado Community College System
9101 East Lowry Blvd.
Denver, CO 80230
or fax: 720-858-2544. **Your Perkins local plan is not complete until this page with required signatures is received.**
- **Regulatory Notes:** The assurances contained on this page are included to address the requirements of Appendix A of the General Education Provisions Act (GEPA), Subparts 3 and 4, Sections 442-445, as applicable, and the Carl D. Perkins Career and Technical Education Improvement Act of 2006, Section 134, (b)(5).
- **Page Directions:** You must check all the check boxes on this page before you can submit this local plan.
- We recommend pressing the **Save** button frequently so your work is not lost. Click on the **Save** button to save your work and stay on this same page. Click on the **Next** button to save your work and move on to the next step in the process. Clicking on the **Cancel** button will return you to the **Main** page without saving any information on this page.

1. We will administer each program covered by this application in accordance with all applicable statutes, regulations, program plans and applications.
2. We assure that the control of funds provided to the local educational agency under this plan, and title to property acquired with these funds, will be in a public agency and that a public agency will administer these funds and property.
3. We assure that we will use fiscal control and fund accounting procedures that will ensure proper disbursement of, and account for, Federal funds paid to the agency under this plan.
4. We assure that we will make reports to CCCS, as is reasonably necessary, to enable this agency to perform its duties. This includes:
- a. All communications/completion of processes as necessary to assure funds are only applied toward CCCS approved career and technical education programs;
 - b. All communications/completion of processes as necessary to assure compliance with the standards of program approvals including employment of a credentialed teacher;
 - c. Annual Perkins local plan with all required sections completed submitted by deadline;
 - d. Grant Recipient Agreement letter and related documents, including a copy of our latest A-133 Single Audit Report, as applicable.
 - e. Signed vouchers and required supporting source documents when requesting reimbursements per deadlines and limits;
 - f. Out-of-state travel request details prior to departure of travelers;
 - g. Budget revision requests if above directed threshold amounts;
 - h. Pre-approval for all equipment purchases (Items costing \$5,000 or more, per one item.)
 - i. All career and technical education enrollment and follow-up data reporting (VE-135 enrollment and VE-135 follow-up) and that the data is valid and reliable.
 - j. Year-end Perkins local plan analysis report by deadline.
 - k. Year-end Perkins final voucher by deadline.
5. We assure that we provide reasonable opportunities for the participation of teachers, parents, and other interested agencies, organization and individuals in the planning for and operation of this plan.
6. We assure that we have adopted effective procedures for acquiring and disseminating to teachers and administrators participating in these programs significant information from educational research, demonstrations, and similar projects, and for adopting, where appropriate, promising educational practices developed through such projects.
7. We assure that none of the funds expended under this plan will be used to acquire equipment (including computer software) in any instance in which such acquisition results in a direct financial benefit to any organization representing the interests of the purchasing entity or its employees or any affiliate of such an organization.
8. We assure that we will keep records that fully disclose the amount and disposition of these funds, and such other records as will facilitate an effective financial or programmatic audit and that these records will be accessible for seven years.
9. We assure that the Secretary of the United States Department of Education, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access, for the purpose of audit examination, to these records.
10. We understand that Perkins Federal funds are a grant, not an entitlement, representing an agreement with the State, aligned to our approved local plan, and that grant oversight and management is necessary.
11. We understand that Perkins Federal funds cannot be used for expenses related to competitive events.
12. We understand that Perkins Federal funds must supplement, not supplant non-federal funds.

Authorization & Signature Page



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Authorization & Signature Page

Perkins Application Reference Number: 1182

- **Page Purpose:** After you fill in all required names and titles, and then press the *Submit* button, this local plan will be sent electronically to CCCS. **Be sure to print the signature page and have relevant people sign the page. Upon receipt of all signatures, fax or mail the original page with signature to:**

Perkins Director
Colorado Community College System
9101 East Lowry Blvd.
Denver, CO 80230

or fax: 720-858-2544. **Your Perkins local plan is not complete until this page with required signatures is received at CCCS.** You will receive an email from CCCS when the fax or mailed form is received.

- **Page Directions:** Fields marked with * are required.
- Press the *Submit* button at the bottom when you are finished.

Perkins Contact

* First Name

* Last Name

* Title

Fiscal Agency Person of Authority (Person who has authority to ensure compliance to assurances on General Assurance page)

* First Name

* Last Name

* Title

Representative/Advocate for Special Populations

* First Name

* Last Name

* Title

Counselor

* First Name

* Last Name

* Title

Controller, Business Manager (as appropriate for recipient)

* First Name

* Last Name

* Title

Other

First Name

Last Name

Title

Other

First Name

Last Name

Title

Other

First Name

Last Name

Title

Additional Comments (Up to 2000 characters)