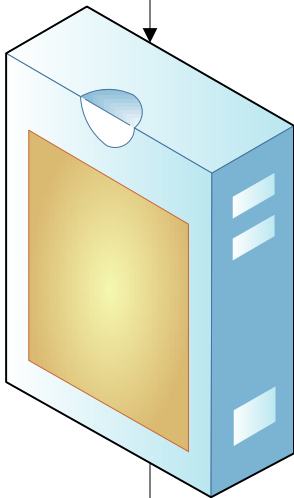


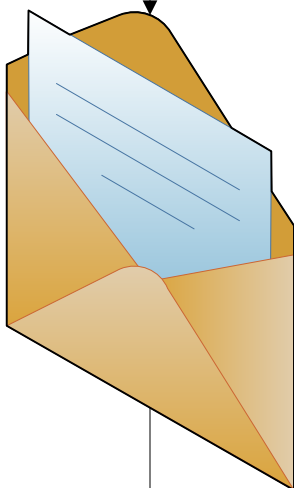
CTE Online Account e-Mail Notification to Fiscal Agent that Allocation Amount Estimate is Posted.

CTE Online Account e-Mail Notification to Fiscal Agent that Perkins Performance Metrics Report is Posted.



Consortium's Fiscal Agent Prepares and Submits the Consortium's Perkins Local Plan

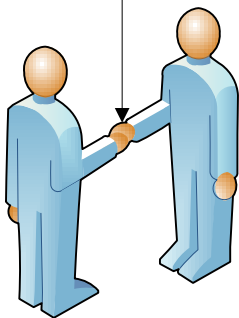
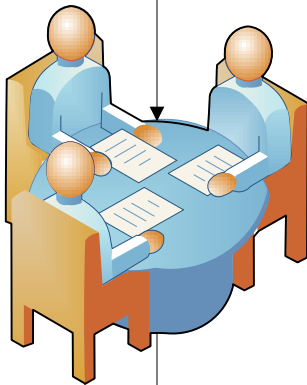
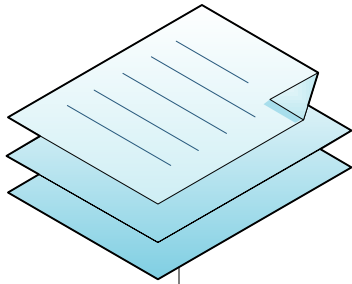
Consortium's Fiscal Agent Responds to Perkins Director's review comments or questions and resubmits Local Plan. This Process Continues until the Local Plan is Approved



**AFTER October 1, all APPROVED Local Plans will receive a CTE Online Account e-mail notification that the Award Packet is Posted.**

**Process Award Packet Immediately!**

(Danger: If Consortium's Local Plan is not approved by October 1, the Award Packet will not be posted until after the Consortium's Local Plan is approved, causing further delays!)



## CONSORTIA:

### 1. Prepare fiscal agent's Award Packet Documents:

- a. Copy documents posted
- b. Read directions carefully or follow CTE Online Technical Guide on Administrators' Handbook webpage for Award Packet
- c. Sign appropriate documents
- d. Obtain copy of A-133 Single Audit Report
- e. Mail audit report and/or signed documents to CCCS
- f. Follow-up with member districts

### 2. Districts that are members of Consortia:

- a. E-mail or Fax the following:  
Signed Assurance of Compliance-Civil Rights Certificate
- b. Mail or Fax or e-mail url of webpage location of A-133 Single Audit Report

**OR**

- c. If exempt from A-133 Single Audit Report, E-mail or Fax Signed A-133 Single Audit Report **waiver**

**Award Packet Approved -  
Consortium's Voucher 1  
Posted!**



Because of the time needed to assure compliance by each member District, it is **STRONGLY** recommended that Consortia submit Perkins Local Plans in June!