

Perkins Formula Grant 2013 State Plan Online Submission Training Manual

February 2013

Need help?
perkins-help@mprinc.com

<http://www.perkinsinfo.com/stateplans2013>

URL for entering your 2013 State Plan Submissions:

<http://www.perkinsinfo.com/stateplans2013>



2013 STATE PLAN ONLINE SUBMISSION

— CARL D PERKINS —
CAREER & TECHNICAL
EDUCATION ACT OF 2006
— (PERKINS IV) —

U.S. DEPARTMENT OF EDUCATION
OFFICE OF VOCATIONAL AND ADULT EDUCATION

State Login

[Create Account](#)

Email:
Password:

[Reset Password](#)

Account Information:

- To access the 2013 State Plan Online Submission System, a State Director must first create an account.
- Only one account may be created per state.
- State Directors are responsible for providing access to other members of their state team.
- For technical assistance, contact: perkins-help@mprinc.com.

Welcome to the Office of Vocational and Adult Education (OVAE) State Plan Online Submission System; a way for states to enter their state plan revisions, budgets, and performance levels for FY 2013 Perkins IV Grant Awards under the Carl D. Perkins Career and Technical Education Act of 2006 (Act), 20 U.S.C. 2301 et seq, as amended by P.L. 109-270. Sections 122(a)(1) and 201(c) require each eligible agency desiring assistance under Titles I and II, respectively, for any fiscal year to prepare and submit to the Secretary a State plan for a 6-year period. During the first fiscal year following the enactment of the Act (Program Year 2007 which operates from July 1, 2007 - June 30, 2008), each eligible agency fulfilled its obligation by submitting a one-year transition plan. Each eligible agency during the second fiscal year following the enactment of the Act (Program Year 2008, which operates from July 1, 2008 - June 30, 2009) has submitted a five-year state plan covering the remaining program years, that meets all the requirements of Perkins IV. Each eligible agency must now submit a cover letter, any revisions, their 2012-2013 budgets, and their proposed performance levels for 2013-2014, as explained in the [Guidance Instruction Memo](#) (December 7, 2012) and further described in the 2006 [State Plan Guide](#), OMB approval number 1830-0029.

The framework for the guide is based on the requirements in the Act and a renewed vision of career and technical education (CTE) programs for the 21st century. Signed into law on August 12, 2006, the Act represents nearly three years of work on the part of Congress and the U.S. Department of Education (Department), in cooperation with other Federal agencies and the State and local agencies affected by its policies, to provide continuing Federal support for rigorous CTE programs that prepare students for today's competitive workforce. The Act envisions that all students will achieve challenging academic and technical standards and be prepared for high-skill, high-wage, or high-demand occupations in current or emerging professions. The Act provides an increased focus on the academic achievement of career and technical education students, improves State and local accountability, and strengthens the connections between secondary and postsecondary education.

This State Plan Online Submission System is organized into four parts, similar to the guide:

- State Plan Cover Letter
- Part A provides for an upload of any revisions to the State Plan submitted by the State.
- Part B includes the required budget entry form. The revised allocation table of Oct 5, 2012 should be used as a placeholder figure until the estimated 2013 allocative tables are provided to you.
- Part C includes the required accountability form (FAUPL).

HOW TO CREATE AN ACCOUNT

INSTRUCTIONS

State Directors are required to create an account to access the 2013 State Plan Online Submission System.

Click *Create Account* to get started.



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INSTRUCTIONS

1. Complete all fields.
2. Select your state.

Note: Only 1 account is allowed per state. Once selected, the state will no longer appear in the list.

3. Click *Create Account*.

Create Account

Name:*

Work Email:*

Confirm Work Email:*

Password:*

Confirm Password:*

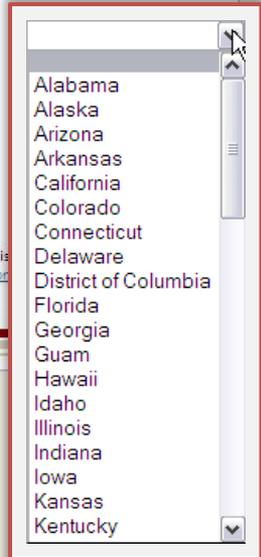
State:*

Work Phone:*

Create Account

* denotes required field

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.





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INSTRUCTIONS

Enter email and password,
and click *Login*.

Note: If you forget or need
to change your password,
click *Reset Password*.

State Login

[Create Account](#)

Email:	<input type="text"/>
Password:	<input type="password"/>
Reset Password	<input type="button" value="Login"/>

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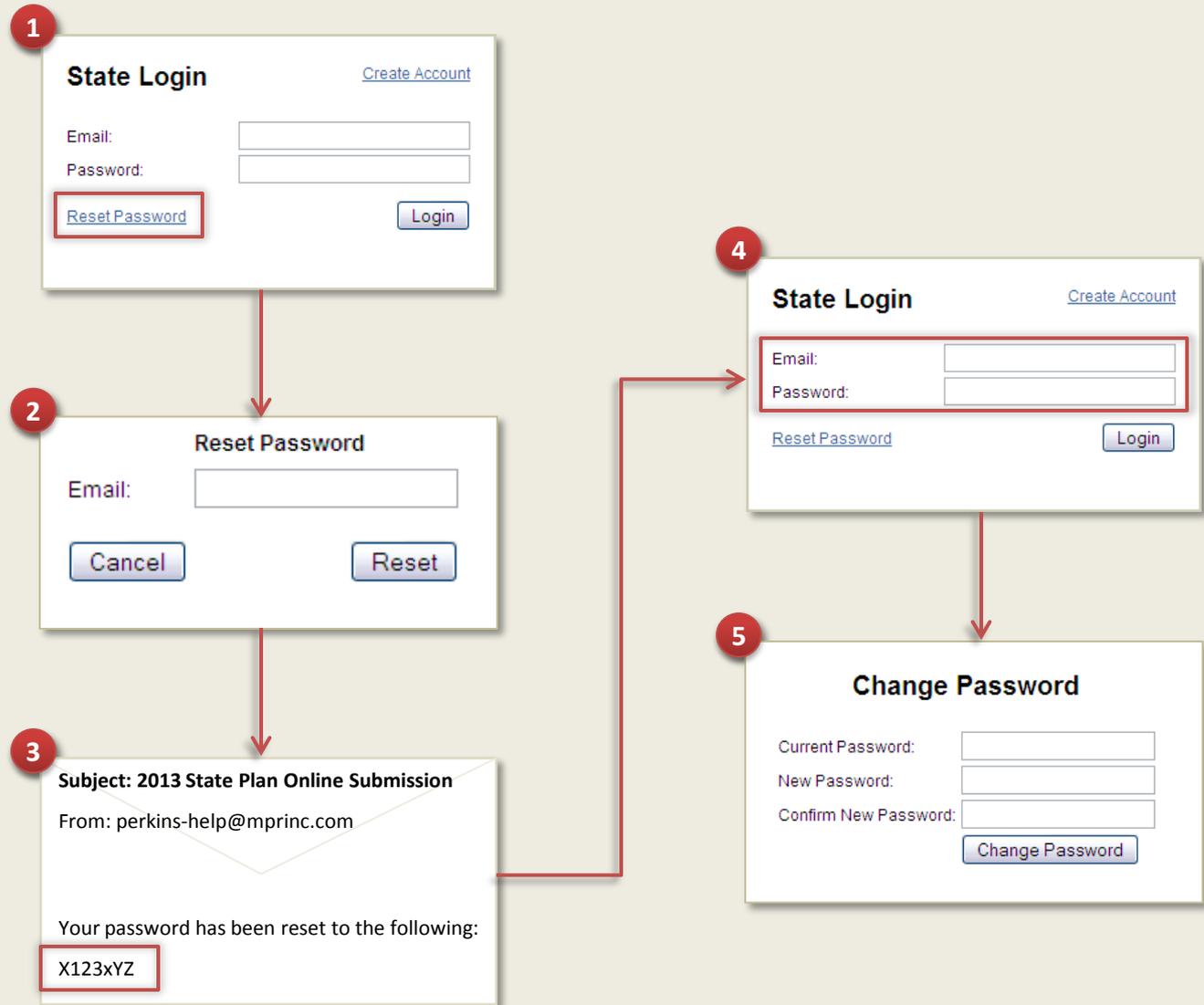
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INSTRUCTIONS

- 1** In the State Login box, click *Reset Password*.
- 2** Enter the email address associated with your 2013 State Plan account, and click *Reset*.
- 3** An email containing a temporary password will be sent to your email address.
- 4** Enter your email and the temporary password in the State Login box and click *Login*.
- 5** You will immediately be prompted to create a new password. Enter the temporary password as your “Current Password.” Then enter and confirm a new password. Click *Change Password* to save the new password.



STATE PLAN SUMMARY



**2013 STATE PLAN
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OFFICE OF VOCATIONAL AND ADULT EDUCATION

NAVIGATION

RESOURCES

ESTIMATED ALLOCATIONS

CHANGE PASSWORD

PRIVACY POLICY

LOGOUT

DEMO_MPR

SECTIONS:

- State Plan Summary
 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms
 - Part C: Accountability Forms & FAUPL

RESOURCES:

- 2013 Training Manual
- View recorded training session
- Updated Complete Guide
- Complete Guide
- Instructions Memo 2013
- Prior Instruction Memos
- DATE Staff

ESTIMATED ALLOCATIONS:

- Program Memo - May 2, 2012
- Program Memo - April 9, 2012
- Program Memo - Feb 10, 2012
- Program Memo - Oct 5, 2011
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[Change Password](#)
[Privacy Policy](#)

[Logout](#)

State Plan Summary

The State Plan Summary provides users the opportunity to select, in any order, the four sections of their State Plan to complete, as well as indicates when it was last updated. All users will have access to edit all parts of their submissions throughout the entry period, up to the closing date of March 22, 2013 at 5:00 pm (ET).

In addition to scanning and uploading a signed Cover Letter, please submit the signed original Cover Letter via overnight mail along with other signed original documents.

	Click to Review Sections	Click to Submit for OVAE Review	Finalized	Updated
State Plan Cover Letter	Review	Submit		
Part A: State Plan Revisions	Review	Submit		
Part B: Budget Forms	Review	Submit		
Part C: Accountability Forms	Review	Submit		

According to the Paperwork reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1830-0029. The time required to complete this information collection is estimated to average 57 hours per response, including the time to review instructions, search existing data resources, gather the data needed and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4537. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Dr. Edward R. Smith, Chief, Program Administration Branch, Division of Academic and Technical Education, Office of Vocational and Adult Education, U.S. Department of Education, 550 12th Street, SW, Potomac Center Plaza, Room 11060, Washington, DC 20202-7241.

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at askmpra@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov. 202-245-7705.



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INSTRUCTIONS

Click *Review* to make changes to each section.

DEMO_MPR

SECTIONS:

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COVER LETTER



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INSTRUCTIONS

Upload completed and signed Cover Letter.

A hard copy of the Cover Letter must also be mailed to the Program Administration Branch Chief.

DEMO_MPR

SECTIONS:

- State Plan Summary
- **Cover Letter**
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State Plan Cover Letter

Completed and signed cover letters must also be mailed to the following address:

Edward R. Smith
Chief, Program Administration Branch
Division of Academic and Technical Education
Office of Vocational and Adult Education
U.S. Department of Education
550 12th Street, SW
Potomac Center Plaza, Room 11053
Washington, DC 20202-7110

State Name: Demo_mpr
State Cover Letter:

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PART A: STATE PLAN REVISIONS

INSTRUCTIONS

Upload State Plan Revisions.

Note: Multiple files may be uploaded, if needed.



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Part A: State Plan Revisions

The State Plan Revisions that need to be submitted should be uploaded to this site.

[Guidance Instruction Memo](#) (December 7, 2012)

Each State has an approved Perkins IV State plan through program year six (July 1, 2012-June 30, 2013). Section 122(a)(2) of Perkins IV requires each agency, after the second year of the six-year period, to conduct a review of activities assisted under Title I (State basic grant) and submit to the Secretary any revisions that the eligible agency determines necessary.

Please upload revisions below.

File Upload

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PART B: BUDGET FORMS

INSTRUCTIONS

Click *Edit Title I Budget* to update figures.

Note: Due to the Continuing Resolution, states do not need to complete Title II budget. All Title II funds will be displayed as zero.

DEMO_MPR

SECTIONS:

- State Plan Summary
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Part B: Budget Forms

Updated Budget: Each eligible agency will need to update its budget to reflect the new allotments from funds that will be available for program year seven, beginning on July 1, 2013, for Title I. Please note that due to the Continuing Resolution, Title II (Tech Prep Education) funds will be displayed as ZERO. The estimated allocation tables are now included under Resources to Download on the left side of the screen.

The State Plan Budget Form consists of two sections: Title I and Title II. Applicants must select the edit button under Title I to enter their budget for their respective state. Title II funds will be shown as ZERO. This will ensure the existing process and the automatic calculations will be able to generate accurate figures). The online budget form has been developed with automatic calculations to minimize errors and alert features to warn applicants of percentage minimums and maximums for respective entries. All data may be edited by applicants throughout the State Plan submission period.

Title I: Career and Technical Education Assistance to States (Incomplete) ← **STATUS OF BUDGET ENTRY**

Edit Title I Budget Please note, you will need to round your figures to the nearest dollar.

A. Total Title I Allocation to the State	\$0.00	
B. Amount of Title II Tech Prep Funds to Be Consolidated with Title I Funds	\$0.00	
Due to the Continuing Resolution, Title II funds are displayed as ZERO.		
C. Total Amount of Combined Title I & Title II Funds to be distributed under section 112 (Line A + Line B)	\$0.00	
D. Local Formula Distribution (not less than 85%)	\$0.00	0.00%
1. Reserve (not more than 10% of Line D)	\$0.00	%
a. Secondary Programs	\$0.00	%
b. Postsecondary Programs	\$0.00	%
2. Available for Formula allocations (Line D minus Line D.1)	\$0.00	%
a. Secondary Programs	\$0.00	0.00%
b. Postsecondary Programs	\$0.00	
E. State Leadership (not more than 10%)	\$0.00	0.00%
1. Nontraditional Training and Employment		
2. Corrections or Institutions		
F. State Administration (not more than 5% or \$250,000)		
G. State Match (from non-federal funds)		\$0.00

Title II: Tech Prep Programs

Due to the Continuing Resolution, Title II funds are displayed as ZERO.

A. Total Title II Allocation to the State

Plan Summary
Print Budget
PDF Export

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INSTRUCTIONS

1. Enter **Total Title I Allocation to the State.**
2. Click *Save & Continue.*

DEMO_MPR

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Part B: Budget Forms

Demo_mpr

Title I: Career and Technical Education Assistance to States

A. Total Title I Allocation to the State

B. Amount of Title II Tech Prep Funds to Be Consolidated with Title I Funds

\$0.00

Due to the Continuing Resolution, Title II funds are displayed as ZERO.

C. Total Amount of Combined Title I and Title II Funds to be distributed under section 112

\$1,917,506,500.00

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INSTRUCTIONS

1. Enter **Part E: State Leadership**.
2. Enter **Part E.1: Nontraditional and Employment**.
3. Enter **Part E.2: Corrections or Institutions**.
4. Enter **Part F: State Administration**.
5. Enter **Part G: State Match**.
6. Click *Save & Continue*.

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Part B: Budget Forms

Demo_mpr

Title I: Career and Technical Education Assistance to States

A. Total Title I Allocation to the State	\$1,917,506,500.00
B. Amount of Title II Tech Prep Funds to Be Consolidated with Title I Funds	\$0.00
C. Total Amount of Combined Title I & Title II Funds to be distributed under section 112 (Line A + Line B)	\$19,175,065.00
E. State Leadership (not more than 10%)	\$1917507 is 10.00%
1. Nontraditional Training and Employment	\$60000
2. Corrections or Institutions	\$20000
F. State Administration (not more than 5% or \$250,000)	\$958753 is 4.99%
G. State Match (from non-federal funds)	\$958753

Back

Save & Continue

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Note: Error messages will appear if figures do not comply with validation rules.

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A. Total Title I Allocation to the State	\$1,917,506,500.00
B. Amount of Title II Tech Prep Funds to Be Consolidated with Title I Funds	\$0.00
C. Total Amount of Combined Title I & Title II Funds to be distributed under section 112 (<i>Line A + Line B</i>)	\$19,175,065.00
E. State Leadership (<i>not more than 10%</i>)	\$ 1917507 is 10.00%
1. Nontrad	\$ 60000
2. Correcti	\$ 20000
F. State Admini	\$ 958753 is 4.99%
G. State Match (<i>from non-federal funds</i>)	\$ 958753

[Back](#) [Save & Continue](#)

E.1 must be between \$60,000 and \$150,000.

[OK](#)

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

INSTRUCTIONS

1. Enter **Part D.1: Reserve.**
2. Enter **Part D.1a: Reserve– Secondary Programs.**
3. Enter **Part D.1b: Reserve– Postsecondary Programs.**
4. Enter **Part D.2a: Available for Formula Allocations– Secondary Programs.**
5. Enter **Part D.2b: Available for Formula Allocations– Postsecondary Programs.**
6. Click *Save & Continue.*

DEMO_MPR

SECTIONS:

- ▀ State Plan Summary
- ▀ Cover Letter
- ▀ Part A: State Plan Revisions
- ▀ **Part B: Budget Forms**
- ▀ Part C: Accountability Forms & FAUPL

RESOURCES:

- ▀ 2013 Training Manual
- ▀ View recorded training session
- ▀ Updated Complete Guide
- ▀ Complete Guide
- ▀ Instructions Memo 2012
- ▀ Prior Instruction Memos
- ▀ DATE Staff

ESTIMATED ALLOCATIONS:

- ▀ Program Memo - May 2, 2012
- ▀ Program Memo - April 9, 2012
- ▀ Program Memo - Feb 10, 2012
- ▀ Program Memo - Oct 5, 2011
- ▀ Program Memo - May 27, 2011
- ▀ Program Memo - May 20, 2011

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Part B: Budget Forms

Demo_mpr

Title I: Career and Technical Education Assistance to States

A. Total Title I Allocation to the State	\$1,917,506,500.00	
B. Amount of Title II Tech Prep Funds to Be Consolidated with Title I Funds	\$0.00	
C. Total Amount of Combined Title I & Title II Funds to be distributed under section 112 (<i>Line A + Line B</i>)	\$19,175,065.00	
D. Local Formula Distribution (<i>not less than 85%</i>)	\$16,298,805.00	85.00%

1. Reserve (<i>not more than 10% of Line D</i>)	\$ <input type="text" value="1140916"/>	7.00%
a. Secondary Programs	\$ <input type="text" value="1140916"/>	100.00%
b. Postsecondary Programs	\$ <input type="text" value="0"/>	0.00%
2. Available for Formula Allocations	\$15,157,889.00	93.00%
a. Secondary Programs	\$ <input type="text" value="15157889"/>	100.00%
b. Postsecondary Programs	\$ <input type="text" value="0"/>	0.00%

E. State Leadership (<i>not more than 10%</i>)	\$1,917,507.00	10.00%
1. Nontraditional Training and Employment	\$60,000.00	
2. Corrections or Institutions	\$20,000.00	
F. State Administration (<i>not more than 5% or \$250,000</i>)	\$958,753.00	5.00%
G. State Match (<i>from non-federal funds</i>)	\$958,753.00	

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DEMO_MPR

SECTIONS:

- State Plan Summary
- Cover Letter
- Part A: State Plan Revisions
- Part B: Budget Forms**
- Part C: Accountability Forms & FAUPL

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Note: Error messages will appear if figures do not comply with validation rules.

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Part B: Budget Forms

Demo_mpr

Title I: Career and Technical Education Assistance to States

A. Total Title I Allocation to the State	\$1,917,506,500.00	
B. Amount of Title II Tech Prep Funds to Be Consolidated with Title I Funds	\$0.00	
C. Total Amount of Combined Title I & Title II Funds to be distributed under section 112 (<i>Line A + Line B</i>)	\$19,175,065.00	
D. Local Formula Distribution (<i>not less than 85%</i>)	\$16,298,805.00	85.00%
1. Reserve (<i>not more than 10% of Line D</i>)	\$1140916	7.00%
a. Secondary Programs	\$1140916	100.00%
b. Postsecondary Programs	\$0	0.00%
2. Available for Other Programs	\$157,889.00	93.00%
a. Secondary Programs	\$157889	100.00%
b. Postsecondary Programs	\$0	0.00%
E. State Leadership (<i>not more than 10%</i>)	\$1,917,507.00	10.00%
1. Nontraditional Training and Employment	\$60,000.00	
2. Corrections or Institutions	\$20,000.00	
F. State Administration (<i>not more than 5% or \$250,000</i>)	\$958,753.00	5.00%
G. State Match (<i>from non-federal funds</i>)	\$958,753.00	

The values in D.1.a and D.1.b must add up to D.1.

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DEMO_MPR

- SECTIONS:
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 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms**
 - Part C: Accountability Forms & FAUPL

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 - Complete Guide
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 - Prior Instruction Memos
 - DATE Staff

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 - Program Memo - Oct 5, 2011
 - Program Memo - May 27, 2011
 - Program Memo - May 20, 2011

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Part B: Budget Forms

Updated Budget: Each eligible agency will need to update its budget to reflect the new allotments from funds that will be available for program year seven, beginning on July 1, 2013, for Title I. Please note that due to the Continuing Resolution, Title II (Tech Prep Education) funds will be displayed as ZERO. The estimated allocation tables are now included under Resources to Download on the left side of the screen.

The State Plan Budget Form consists of two sections: Title I and Title II. Applicants must select the edit button under Title I to enter their budget for their respective state. Title II funds will be shown as ZERO. This will ensure the existing process and the automatic calculations will be able to generate accurate figures). The online budget form has been developed with automatic calculations to minimize errors and alert features to warn applicants of percentage minimums and maximums for respective entries. All data may be edited by applicants throughout the State Plan submission period.

Title I: Career and Technical Education Assistance to States (Complete)

Please note, you will need to round your figures to the nearest dollar.

A. Total Title I Allocation to the State	\$1,917,506,500.00	
B. Amount of Title II Tech Prep Funds to Be Consolidated with Title I Funds	\$0.00	
<i>Due to the Continuing Resolution, Title II funds are displayed as ZERO.</i>		
C. Total Amount of Combined Title I & Title II Funds to be distributed under section 112 (Line A + Line B)	\$19,175,065.00	
D. Local Formula Distribution (not less than 85%)	\$16,298,805.00	85.00%
1. Reserve (not more than 10% of Line D)	\$1,140,916.00	7.00%
a. Secondary Programs	\$1,140,916.00	100.00%
b. Postsecondary Programs	\$0.00	0.00%
2. Available for Formula allocations (Line D minus Line D.1)	\$15,157,889.00	93.00%
a. Secondary Programs	\$15,157,889.00	100.00%
b. Postsecondary Programs	\$0.00	0.00%
E. State Leadership (not more than 10%)	\$1,917,507.00	10.00%
1. Nontraditional Training and Employment	\$60,000.00	
2. Corrections or Institutions	\$20,000.00	
F. State Administration (not more than 5% or \$250,000)	\$958,753.00	5.00%
G. State Match (from non-federal funds)	\$958,753.00	

Title II: Tech Prep Programs

Due to the Continuing Resolution, Title II funds are displayed as ZERO.

A. Total Title II Allocation to the State	\$0.00
---	--------

-



EXPORT FOR YOUR RECORDS

PART C: ACCOUNTABILITY FORMS
& FAUPL

INSTRUCTIONS

Upload Student Definitions.

DEMO_MPR

SECTIONS:

- State Plan Summary
- Cover Letter
- Part A: State Plan Revisions
- Part B: Budget Forms
- **Part C: Accountability Forms & FAUPL**

RESOURCES:

- 2013 Training Manual
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- Complete Guide
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- Prior Instruction Memos
- DATE Staff

ESTIMATED ALLOCATIONS:

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Part C: Accountability Forms

I. Student Definitions

File to Upload

* Uploading new definitions will replace the current definitions.

II. Final Agreed Upon Performance Levels (FAUPL)

Each eligible agency will need to submit proposed performance levels for each of the core indicators of performance described in section 113(b) of Perkins IV for program year seven (July 1, 2013- June 30, 2014). Proposed performance levels must take into account the following factors described in section 113(b)(3)(A)(vi) of Perkins IV:

- how the levels of performance involved compare with the State-adjusted levels of performance established for other States, taking into account factors including the characteristics of participants when the participants entered the program and the services or instruction to be provided; and
- the extent to which such levels of performance promote continuous improvement on the indicators of performance by such State.

Any revisions to previously negotiated FAUPL information must be completed before any negotiations of performance targets for 2013-2014, year seven, can begin.

Your 2013-2014 FAUPL will be pre-populated with 2012-2013 information. Indicate below if your state needs to make changes to 2012-2013 before beginning performance target negotiations for 2013-2014. If your state does not need to make changes to 2012-2013, select "Negotiate 2013-2014 Performance Targets."

Revise 2012-2013 FAUPL

Negotiate 2013-2014 Performance Targets

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

INSTRUCTIONS

- Due to ongoing negotiations, some states may need to make changes to their 2012-13 FAUPL information.
- If your state does not need to revise 2012-13 FAUPL, select *Negotiate 2013-2014 Performance Targets* and click *Continue*.

Any revisions to previously negotiated FAUPL information must be completed before negotiations of performance targets for 2013-14 can begin.

DEMO_MPR

- SECTIONS:
- State Plan Summary
 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms
 - **Part C: Accountability Forms & FAUPL**

- RESOURCES:
- 2013 Training Manual
 - View recorded training session
 - Updated Complete Guide
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 - Instructions Memo 2012
 - Prior Instruction Memos
 - DATE Staff

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 - Program Memo - Oct 5, 2011
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Part C: Accountability Forms

I. Student Definitions

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II. Final Agreed Upon Performance Levels (FAUPL)

Each eligible agency will need to submit proposed performance levels for each of the core indicators of performance described in section 113(b) of Perkins IV for program year seven (July 1, 2013- June 30, 2014). Proposed performance levels must take into account the following factors described in section 113(b)(3)(A)(vi) of Perkins IV:

- how the levels of performance involved compare with the State-adjusted levels of performance established for other States, taking into account factors including the characteristics of participants when the participants entered the program and the services or instruction to be provided; and
- the extent to which such levels of performance promote continuous improvement on the indicators of performance by such State.

Any revisions to previously negotiated FAUPL information must be completed before any negotiations of performance targets for 2013-2014, year seven, can begin.

Your 2013-2014 FAUPL will be pre-populated with 2012-2013 information. Indicate below if your state needs to make changes to 2012-2013 before beginning performance target negotiations for 2013-2014. If your state does not need to make changes to 2012-2013, select "Negotiate 2013-2014 Performance Targets."

Revise 2012-2013 FAUPL
 Negotiate 2013-2014 Performance Targets

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

REVISE 2012-2013 FAUPL

INSTRUCTIONS

If your state needs to make changes to 2012-13 FAUPL information, select *Revise 2012-2013 FAUPL* and click *Continue*.

DEMO_MPR

SECTIONS:

- State Plan Summary
- Cover Letter
- Part A: State Plan Revisions
- Part B: Budget Forms
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RESOURCES:

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ESTIMATED ALLOCATIONS:

- Program Memo - May 2, 2012
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Part C: Accountability Forms

I. Student Definitions

File to Upload

* Uploading new definitions will replace the current definitions.

Current File:
[Test_File6.docx](#) - Last Updated: 01-18-2013

II. Final Agreed Upon Performance Levels (FAUPL)

Each eligible agency will need to submit proposed performance levels for each of the core indicators of performance described in section 113(b) of Perkins IV for program year seven (July 1, 2013- June 30, 2014). Proposed performance levels must take into account the following factors described in section 113(b)(3)(A)(vi) of Perkins IV;

- how the levels of performance involved compare with the State-adjusted levels of performance established for other States, taking into account factors including the characteristics of participants when the participants entered the program and the services or instruction to be provided; and
- the extent to which such levels of performance promote continuous improvement on the indicators of performance by such State.

Any revisions to previously negotiated FAUPL information must be completed before any negotiations of performance targets for 2013-2014, year seven, can begin.

Your 2013-2014 FAUPL will be pre-populated with 2012-2013 information. Indicate below if your state needs to make changes to 2012-2013 before beginning performance target negotiations for 2013-2014. If your state does not need to make changes to 2012-2013, select "Negotiate 2013-2014 Performance Targets."

Revise 2012-2013 FAUPL

Negotiate 2013-2014 Performance Targets

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INSTRUCTIONS

Review your 2012-13 FAUPL information.

Click *Select indicators* to check the indicators you would like to edit.

DEMO_MPR

- SECTIONS:
- State Plan Summary
 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms
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 - Program Memo - Oct 5, 2011
 - Program Memo - May 27, 2011
 - Program Memo - May 20, 2011

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2012-2013 FAUPL

Select indicators to edit

Review your 2012-2013 FAUPL information. To propose revisions for indicators in academic year 2012-2013, click the button above and check the indicators you would like to edit.

1S1	1S2	2S1	3S1	4S1	5S1	6S1	6S2	1P1	2P1	3P1	4P1	5P1	5P2	1A1	2A1
3A1	4A1	5A1	5A2												

2S1 - Technical Skill Attainment

- Academic Year 07-08 [click to expand/collapse](#)
- Academic Year 08-09 [click to expand/collapse](#)
- Academic Year 09-10 [click to expand/collapse](#)
- Academic Year 10-11 [click to expand/collapse](#)
- Academic Year 11-12 [click to expand/collapse](#)
- Academic Year 12-13 [click to expand/collapse](#)

	Numerator	Denominator	Measurement Approach	Baseline	Performance Target
Previously Negotiated	Number of CTE concentrators who completed their program and who met state-recognized CTE standards in CCCS-approved programs	Number of CTE concentrators and completers enrolled in CCCS-approved programs	State Administrative Records, State Developed Skill Assessment	54.40%	61.50%

State Proposed	Number of CTE concentrators who completed their program and who met state-recognized CTE standards in CCCS-approved programs	Number of CTE concentrators and completers enrolled in CCCS-approved programs, rev.		63.50%	
----------------	--	---	--	--------	--

OVAE Proposed
State Counter
OVAE Counter

Agreed	Number of CTE concentrators who completed their program and who met state-recognized CTE standards in CCCS-approved programs	Number of CTE concentrators and completers enrolled in CCCS-approved programs, rev.	State Administrative Records, State Developed Skill Assessment	54.40%	63.50%
--------	--	---	--	--------	--------

Actual
Academic Year 13-14 [click to expand/collapse](#)

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mpring.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

DEMO_MPR

- SECTIONS:
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INSTRUCTIONS

Check the indicators you'd like to edit and click *Continue*.

2012-2013 FAUPL

Select indicators to edit

Review your 2012-2013 FAUPL information. To propose revisions for indicators in academic year 2012-2013, click the button above and check the indicators you would like to edit.

1S1	1S2	2S1	3S1	4S1	5S1	6S1	6S2	1P1	2P1	3P1	4P1	5P1	5P2	1A1	2A1
3A1	4A1	5A1	5A2												

2S1 - Technical Skill Attainment

- Academic Year 07-08 [click to expand/collapse](#)
- Academic Year 08-09 [click to expand/collapse](#)
- Academic Year 09-10 [click to expand/collapse](#)
- Academic Year 10-11 [click to expand/collapse](#)

Propose Changes to 2012-2013 FAUPL

Check the indicators you'd like to revise and click Continue to begin editing.

<input type="checkbox"/> 1S1	<input type="checkbox"/> 5S1	<input type="checkbox"/> 3P1	<input type="checkbox"/> 2A1
<input type="checkbox"/> 1S2	<input type="checkbox"/> 6S1	<input type="checkbox"/> 4P1	<input type="checkbox"/> 3A1
<input checked="" type="checkbox"/> 2S1	<input type="checkbox"/> 6S2	<input type="checkbox"/> 5P1	<input type="checkbox"/> 4A1
<input checked="" type="checkbox"/> 3S1	<input type="checkbox"/> 1P1	<input type="checkbox"/> 5P2	<input type="checkbox"/> 5A1
<input checked="" type="checkbox"/> 4S1	<input type="checkbox"/> 2P1	<input type="checkbox"/> 1A1	<input type="checkbox"/> 5A2

	Baseline	Performance Target
54.40%	61.50%	
63.50%		

State Counter					
OVAE Counter					
Agreed	Number of CTE concentrators who completed their program and who met state-recognized CTE standards in CCCS-approved programs	Number of CTE concentrators and completers enrolled in CCCS-approved programs, rev.	State Administrative Records, State Developed Skill Assessment	54.40%	63.50%
Actual					
Academic Year 13-14 click to expand/collapse					

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INSTRUCTIONS

Click the pencil icons to edit Numerator, Denominator, Measurement Approach, and/or Performance Target.

DEMO_MPR

SECTIONS:

- State Plan Summary
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- Program Memo - May 27, 2011
- Program Memo - May 20, 2011

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2012-2013 FAUPL

Done Editing: Upload Form(s)

The following indicator(s) have been opened for editing: 2S1, 3S1, 4S1

Click the pencil icon(s) to edit Numerator, Denominator, Measurement Approach, and/or Performance Target. Once you are done editing all of the opened indicators, click the button above to upload the FAUPL Revision Request Form(s) and notify your RAS of the proposed change(s).

Note: You must upload a FAUPL Revision Request Form for each indicator you revise.
[Download the FAUPL Revision Request Form \(Word, XX KB\)](#)

1S1	1S2	2S1	3S1	4S1	5S1	6S1	6S2	1P1	2P1	3P1	4P1	5P1	5P2	1A1	2A1
3A1	4A1	5A1	5A2												

2S1 - Technical Skill Attainment

- Academic Year 07-08 click to expand/collapse
- Academic Year 08-09 click to expand/collapse
- Academic Year 09-10 click to expand/collapse
- Academic Year 10-11 click to expand/collapse
- Academic Year 11-12 click to expand/collapse
- Academic Year 12-13 click to expand/collapse

	Numerator	Denominator	Measurement Approach	Baseline	Performance Target
Previously Negotiated	Number of CTE concentrators who completed their program and who met state-recognized CTE standards in CCCS-approved programs	Number of CTE concentrators and completers enrolled in CCCS-approved programs, rev.	State Administrative Records, State Developed Skill Assessment	54.40%	63.50%

State Proposed					
OVAE Proposed					
State Counter					
OVAE Counter					
Agreed					
Actual					
Academic Year 13-14 <small>click to expand/collapse</small>					

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EDIT SCREENS

- 1** Edit Numerator
- 2** Edit Denominator
- 3** Edit Measurement Approach
- 4** Edit Performance Target

1 Edit Numerator

2011-2012 Previously Negotiated Number of CTE concentrators who have met the proficient or advanced level on the Statewide high school reading/language arts assessment administered by the State under Section 1111(b)(3) of the Elementary and Secondary Education Act (ESEA) as amended by the No Child Left Behind Act based on the scores that were included in the State's computation of adequate yearly progress (AYP) and who, in the reporting year, left secondary education.

[Copy Definition](#)

Previously Negotiated Number of CTE concentrators who have met the proficient or advanced level on the Statewide high school reading/language arts assessment administered by the State under Section 1111(b)(3) of the Elementary and Secondary Education Act (ESEA) as amended by the No Child Left Behind Act based on the scores that were included in the State's computation of adequate yearly progress (AYP) and who, in the reporting year, left secondary education.

State Proposed

Number of CTE concentrators who have met the proficient or advanced level on the Statewide high school reading/language arts assessment administered by the State under Section 1111 (b) (3) of the Elementary and

[Submit](#)

2 Edit Denominator

2011-2012 Previously Negotiated Number of CTE concentrators who took the ESEA assessment in reading/language arts whose scores were included in the State's computation of AYP and who, in the reporting year, left secondary education.

[Copy Definition](#)

Previously Negotiated Number of CTE concentrators who took the ESEA assessment in reading/language arts whose scores were included in the State's computation of AYP and who, in the reporting year, left secondary education.

State Proposed

Number of CTE concentrators who took the ESEA assessment in reading/language arts whose scores were included in the State's computation of AYP and who, in the reporting year, left secondary education, rev.

[Submit](#)

3 Edit Measurement Approach

2011-2012 Previously Negotiated Local Administrative Records, State Administrative Records

[Copy Definition](#)

Previously Negotiated Local Administrative Records, State Administrative Records

- 3rd party skill assessment
- Administrative Data
- Administrative Record Exchanges
- Departmental Records
- Employment Wage Record Match
- External – Third-Party Assessments
- Federal Employment Data Exchange System (FEDES)
- GED Records
- GPA
- Local Administrative Records
- Local Assessment Systems
- Local Record Exchange
- Local Student Records
- Locally Administered Follow-up Surveys
- Locally Approved Assessments
- Locally Approved Standards
- Locally Developed Survey
- National Academic Assessment System
- National Administrative Records
- National assessment-(SAT) state admin records
- National Clearinghouse
- National Standards
- Postsecondary Enrollment
- School/District Administrated Surveys
- State Academic Assessment System
- State Administrative Records
- State Approved Assessments
- State Assessment Records
- State Developed School Administered Surveys/ Placement Records
- State Developed Skill Assessment
- State Developed Surveys
- State Record Exchange
- State Standards
- State Student Records
- Statewide Assessment
- Student Surveys
- Telephone Survey
- UI Wage Records
- VT High School Completion Program Records

State Proposed

[Submit](#)

4 Edit Performance Target

2012-2013 Previously Negotiated 63.5%

State Proposed

OVAE Proposed

[Submit](#)

INSTRUCTIONS

Once you are done editing all of the opened indicators, click *Done Editing: Upload Form(s)* to upload the *FAUPL Revision Request Form(s)* and notify your RAS of the proposed changes.

Note: A FAUPL Revision Request Form must be uploaded for each indicator you revise.

DEMO_MPR

- SECTIONS:
- State Plan Summary
 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms
 - Part C: Accountability Forms & FAUPL

- RESOURCES:
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 - View recorded training session (2/22/2012)
 - Updated Complete Guide
 - Complete Guide
 - Instructions Memo 2013
 - Prior Instruction Memos
 - DATE Staff

- ESTIMATED ALLOCATIONS:
- Program Memo - May 2, 2012
 - Program Memo - April 9, 2012
 - Program Memo - Feb 10, 2012
 - Program Memo - Oct 5, 2011
 - Program Memo - May 27, 2011
 - Program Memo - May 20, 2011

Change Password
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 Logout

2012-2013 FAUPL

Done Editing: Upload Form(s)

The following indicator(s) have been opened for editing: 2S1, 3S1, 4S1

Click the pencil icon(s) to edit Numerator, Denominator, Measurement Approach, and/or Performance Target. Once you are done editing all of the opened indicators, click the button above to upload the FAUPL Revision Request Form(s) and notify your RAS of the proposed change(s).

Note: You must upload a FAUPL Revision Request Form for each indicator you revise.
[Download the FAUPL Revision Request Form \(Word, XX KB\)](#)

1S1	1S2	2S1	3S1	4S1	5S1	6S1	6S2	1P1	2P1	3P1	4P1	5P1	5P2	1A1	2A1
3A1	4A1	5A1	5A2												

2S1 - Technical Skill Attainment

Academic Year 07-08 <small>click to expand/collapse</small>					
Academic Year 08-09 <small>click to expand/collapse</small>					
Academic Year 09-10 <small>click to expand/collapse</small>					
Academic Year 10-11 <small>click to expand/collapse</small>					
Academic Year 11-12 <small>click to expand/collapse</small>					
Academic Year 12-13 <small>click to expand/collapse</small>					
	Numerator	Denominator	Measurement Approach	Baseline	Performance Target
Previously Negotiated	Number of CTE concentrators who completed their program and who met state-recognized CTE standards in CCCS-approved programs	Number of CTE concentrators and completers enrolled in CCCS-approved programs, rev.	State Administrative Records, State Developed Skill Assessment	54.40%	63.50%
State Proposed					
OVAE Proposed					
State Counter					
OVAE Counter					
Agreed					
Actual					
Academic Year 13-14 <small>click to expand/collapse</small>					

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

DEMO_MPR

2012-2013 FAUPL

Done Editing: Upload Form(s)

SECTIONS:

- ▀ State Plan Summary
- ▀ Cover Letter
- ▀ Part A: State Plan Revisions
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- ▀ Program Memo - Oct 5, 2011
- ▀ Program Memo - May 27, 2011
- ▀ Program Memo - May 20, 2011

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INSTRUCTIONS

1. Download the *FAUPL Revision Request Form*.
2. Complete copies of the form for all of the indicators you edited.
3. Upload the completed form(s) on this screen.
4. Click *Notify RAS of Changes*.

Note: After you click *Notify RAS of Changes*, your FAUPL will be locked from editing while your RAS reviews the proposed change(s).

The following indicator(s) have been opened for editing: 2S1, 3S1, 4S1

Click the pencil icon(s) to edit Numerator, Denominator, Measurement Approach, and/or Performance Target. Once you are done editing all of the opened indicators, click the button above to upload the FAUPL Revision Request Form(s) and notify your RAS of the proposed change(s).

Note: You must upload a FAUPL Revision Request Form for each indicator you revise.

NEXT STEPS:

Complete the steps below after you have finished proposing revisions to your 2012-13 FAUPL.

1. [Download the FAUPL Revision Request Form](#) (Word, XX KB).
2. Complete copies of the form for all of the indicators you edited.
3. Upload the completed form(s) on this screen.
4. Click the "Notify RAS of Changes" button."

Upload FAUPL Revision Request Form(s)

Note: After you click the "Notify RAS of Changes" button, your FAUPL will be locked from editing while your RAS reviews the proposed change(s).

2S1

3S1

4S1

State	Proposed
OVAE	Proposed
State	Counter
OVAE	Counter
Agreed	Actual
Academic Year 13-14 <small>click to expand/collapse</small>	

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INSTRUCTIONS

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DEMO_MPR

- SECTIONS:
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 - Program Memo - Oct 5, 2011
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Part C: Accountability Forms

I. Student Definitions

File to Upload

* Uploading new definitions will replace the current definitions.

Current File:
[Test File6.docx](#) - Last Updated: 01-18-2013

II. Final Agreed Upon Performance Levels (FAUPL)

Each eligible agency will need to submit proposed performance levels for each of the core indicators of performance described in section 113(b) of Perkins IV for program year seven (July 1, 2013- June 30, 2014). Proposed performance levels must take into account the following factors described in section 113(b)(3)(A)(vi) of Perkins IV;

- how the levels of performance involved compare with the State-adjusted levels of performance established for other States, taking into account factors including the characteristics of participants when the participants entered the program and the services or instruction to be provided; and
- the extent to which such levels of performance promote continuous improvement on the indicators of performance by such State.

Any revisions to previously negotiated FAUPL information must be completed before any negotiations of performance targets for 2013-2014, year seven, can begin.

OVAE has proposed changes for the following indicators in 2012-2013: 3S1,4S1,2S1

Click the button below to review these changes.

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

INSTRUCTIONS

Once all changes to your 2012-13 FAUPL are accepted, you will be prompted to submit an *Attestation Form*.

DEMO_MPR

- SECTIONS:
- State Plan Summary
 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms
 - Part C: Accountability Forms & FAUPL

- RESOURCES:
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 - Updated Complete Guide
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 - Prior Instruction Memos
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State Plan Summary

The State Plan Summary provides users the opportunity to select, in any order, the four sections of their State Plan to complete, as well as indicates when it was last updated. All users will have access to edit all parts of their submissions throughout the entry period, up to the closing date of March 22, 2013 at 5:00 pm (ET).

In addition to scanning and uploading a signed Cover Letter, please submit the signed original Cover Letter via overnight mail along with other signed original documents.

	Click to Review Sections	Click to Submit for OVAE Review	Finalized	Updated
State Plan Cover Letter	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		1-18-13 3:21 PM
Part A: State Plan Revisions	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		1-18-13 3:22 PM
Part B: Budget Forms	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		1-18-13 3:23 PM
Part C: Accountability Forms	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		1-18-13 1:53 PM

2012-2013 Attestation Form

1. [Download Form](#)
2. Complete Form
3. Upload Signed Form

File to Upload

* Uploading a new attestation form will replace the current form.

According to the Paperwork reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1830-0029. The time required to complete this information collection is estimated to average 57 hours per response, including the time to review instructions, search existing data resources, gather the data needed and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4537. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Dr. Edward R. Smith, Chief, Program Administration Branch, Division of Academic and Technical Education, Office of Vocational and Adult Education, U.S. Department of Education, 550 12th Street, SW, Potomac Center Plaza, Room 11060, Washington, DC 20202-7241.

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NEGOTIATE 2013-2014
PERFORMANCE TARGETS

INSTRUCTIONS

Once revisions to 2012-13 FAUPL are complete, you may propose performance targets for 2013-14.

Click *Continue* to begin.

Note: If your state does not propose revisions to 2012-13 FAUPL, the process for proposing 2013-14 Performance Targets is the same as shown in the following pages.

DEMO_MPR

SECTIONS:

- State Plan Summary
- Cover Letter
- Part A: State Plan Revisions
- Part B: Budget Forms
- **Part C: Accountability Forms & FAUPL**

RESOURCES:

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Part C: Accountability Forms

I. Student Definitions

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Current File:
[Test_File6.docx](#) - Last Updated: 01-18-2013

II. Final Agreed Upon Performance Levels (FAUPL)

Each eligible agency will need to submit proposed performance levels for each of the core indicators of performance described in section 113(b) of Perkins IV for program year seven (July 1, 2013- June 30, 2014). Proposed performance levels must take into account the following factors described in section 113(b)(3)(A)(vi) of Perkins IV;

- how the levels of performance involved compare with the State-adjusted levels of performance established for other States, taking into account factors including the characteristics of participants when the participants entered the program and the services or instruction to be provided; and
- the extent to which such levels of performance promote continuous improvement on the indicators of performance by such State.

Any revisions to previously negotiated FAUPL information must be completed before any negotiations of performance targets for 2013-2014, year seven, can begin.

Your 2013-2014 FAUPL has been pre-populated with 2012-2013 information. Click "Continue" to view and propose performance targets for 2013-2014.

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

INSTRUCTIONS

Click the pencil icon to propose new performance targets for each indicator.

Once you are done editing all indicators, click *Done Editing: Notify RAS* to notify your RAS of the proposed targets.

Note: After you click *Done Editing: Notify RAS* your FAUPL will be locked from editing while your RAS reviews the proposed performance targets.

DEMO_MPR

- SECTIONS:**
- State Plan Summary
 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms
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2013-2014 FAUPL

Done Editing: Notify RAS

Your 2013-2014 FAUPL Negotiation has been pre-populated with 2012-2013 information. Review and propose Performance Targets for your 2013-2014 FAUPL. Once you are done editing all of the indicators, click the button above to notify your RAS of the proposed targets.

Note: After you click "Done Editing: Notify RAS" your FAUPL will be locked from editing while your RAS reviews the proposed changes.

1S1	1S2	2S1	3S1	4S1	5S1	6S1	6S2	1P1	2P1	3P1	4P1	5P1	5P2	1A1	2A1
3A1	4A1	5A1	5A2												

5P2 - Nontraditional Completion

- Academic Year 07-08 [click to expand/collapse](#)
- Academic Year 08-09 [click to expand/collapse](#)
- Academic Year 09-10 [click to expand/collapse](#)
- Academic Year 10-11 [click to expand/collapse](#)
- Academic Year 11-12 [click to expand/collapse](#)
- Academic Year 12-13 [click to expand/collapse](#)
- Academic Year 13-14 [click to expand/collapse](#)

	Numerator	Denominator	Measurement Approach	Baseline	Performance Target
Previously Negotiated					15
State Proposed					17 
OVAE Proposed					
State Counter					
OVAE Counter					
Agreed	Number of CTE completers from underrepresented gender groups who completed a program that leads to employment in nontraditional fields during the reporting year.	Number of CTE completers who completed a program that leads to employment in nontraditional fields during the reporting year.	Local Student Records	12.30%	
Actual					

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

INSTRUCTIONS

You will be notified by email if your RAS accepts or submits a counter proposal.

➤ If your RAS submits a counter proposal, you must repeat the negotiation process until an agreement is reached.

➤ Once all proposed performance targets for 2013-14 are accepted, you will be instructed to submit an *Attestation Form*.

DEMO_MPR

SECTIONS:

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Part C: Accountability Forms

I. Student Definitions

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- the extent to which such levels of performance promote continuous improvement on the indicators of performance by such State.

Any revisions to previously negotiated FAUPL information must be completed before any negotiations of performance targets for 2013-2014, year seven, can begin.

Your FAUPL is complete.

NEXT STEPS:

1. Go to the State Plan Summary page
2. Download the Attestation Form
3. Complete the Attestation Form
4. Upload the signed copy

Staff of the Division of Academic and Technical Education (DATE), particularly your State Liaisons and Regional Accountability Specialists, are available at any time to answer questions that arise as you prepare your plan. For technical assistance, please contact MPR Associates at perkins-help@mprinc.com. For programmatic assistance, please contact Marjorie Beaulieu at marjorie.beaulieu@ed.gov, 202-245-7705.

INSTRUCTIONS

Once all proposed performance targets for 2013-14 are accepted, you will be prompted to submit an *Attestation Form*.

DEMO_MPR

SECTIONS:

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State Plan Summary

The State Plan Summary provides users the opportunity to select, in any order, the four sections of their State Plan to complete, as well as indicates when it was last updated. All users will have access to edit all parts of their submissions throughout the entry period, up to the closing date of March 22, 2013 at 5:00 pm (ET).

In addition to scanning and uploading a signed Cover Letter, please submit the signed original Cover Letter via overnight mail along with other signed original documents.

	Click to Review Sections	Click to Submit for OVAE Review	Finalized	Updated
State Plan Cover Letter	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		1-18-13 3:21 PM
Part A: State Plan Revisions	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		1-18-13 3:22 PM
Part B: Budget Forms	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		1-18-13 3:23 PM
Part C: Accountability Forms	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		2-8-13 12:51 PM

2012-2013 Attestation Form

1. [Download Form](#)
2. Complete Form
3. Upload Signed Form

File to Upload

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Current File:
[FAUPL Attestation Form Year Five 2011-20126.doc](#) - Last Updated: 02-08-2013

2013-2014 Attestation Form

1. [Download Form](#)
2. Complete Form
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Current File:
[FAUPL Attestation Form Year Five 2011-20127.doc](#) - Last Updated: 02-08-2013

SUBMIT FOR OVAE REVIEW

DEMO_MPR

- SECTIONS:
- **State Plan Summary**
 - Cover Letter
 - Part A: State Plan Revisions
 - Part B: Budget Forms
 - Part C: Accountability Forms & FAUPL
-
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 - Program Memo - May 20, 2011

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INSTRUCTIONS

After sections have been reviewed, click *Submit* for OVAE review.

Note: Once you click *Submit*, the section will be locked from editing.

State Plan Summary

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Part C: Accountability Forms	<input type="button" value="Review"/>	<input type="button" value="Submit"/>		2-8-13 12:51 PM

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NEED HELP?

Program Assistance

Contact: Marjorie Beaulieu

E-mail: marjorie.beaulieu@ed.gov

Phone: 202-245-7705

Technical Assistance

Contact: MPR Associates, Inc.

E-mail: perkins-help@mprinc.com