



Funding, Allowability, and Reimbursement Overview

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Overview of Presentation

The purpose of this presentation is to provide an overview of Career and Technical Education funding streams for the District of Columbia.

Presentation Topics Include:

- ❖ Funding Streams
- ❖ Allowability
- ❖ Reimbursements and Travel

This presentation is meant to be informative, but not authoritative. Questions concerning eligibility, monitoring, and/or accountability should be directed to DC CTE.



Funding Streams

Carl D. Perkins Grant

Purpose

- ❖ Implement, grow, and support CTE systems
- ❖ Requires alignment with workforce, secondary, and postsecondary systems
- ❖ Relies on labor market information to guide choices
- ❖ Intended to support ALL students, not just a few

How It's Allocated

- ❖ Federal formula grant
- ❖ Formula considers overall student size and percentage of students meeting at-risk status.

Carl D. Perkins Innovation Grant

Purpose

- ❖ To provide limited annual awards to support growth and expansion of CTE programs
- ❖ Depend on identified needs and goals within the CTE State Plan
- ❖ Funding areas often vary by year

How It's Allocated

- ❖ Need-based allocations, utilizing Perkins Reserve funds
- ❖ Light-weight application and reserved for Perkins recipients only
- ❖ Funding amounts vary annually and depend on state CTE priorities

Career Academy Grant

Purpose

- ❖ Create, grown, and sustain Career Academy programs
- ❖ Must receive Academy approval by DC CTE before grant eligibility opens

How It's Allocated

- ❖ Formula funded

2022-2023 Funding Formula

Numerator: total number of CTE Students (Participants + Concentrators)

Denominator: total number of CTE Students in DC (Participants + Concentrators)

All student counts from most recent CAR Data Collection (DCI and KIPP use NAF enrollments for FY22)

2024+ Funding Formula

Numerator: Total number of LEA CTE Academy Students (weighted 30% Participants / 70% Concentrators)

Denominator: Total number of DC CTE Academy Students (weighted 30% Participants / 70% Concentrators)

All student counts from most recent CAR Data Collection

Industry Recognized Credential Grant

Purpose

- ❖ Intended to remove financial barriers for students wishing to earn an IRC or license
- ❖ Can be used to directly fund student support
- ❖ Could include testing preparation materials, workbooks, and vouchers

How It's Allocated

- ❖ Formula Funded

2022-2023 Funding Formula

Numerator: Total number of LEA CTE Students (weighted 40% Participants / 60% Concentrators)

Denominator: Total number of DC CTE Students (weighted 40% Participants / 60% Concentrators)

All student counts from most recent CAR Data Collection (DCI and KIPP use NAF enrollments for FY22)

2024+ Funding Formula

Numerator: Total number of LEA CTE Students (weighted 30% Participants / 70% Concentrators)

Denominator: Total number of DC CTE Students (weighted 30% Participants / 70% Concentrators)

All student counts from most recent CAR Data Collection

Work-Based Learning Enhancement Grant

Purpose

- ❖ Intended to support all CTE Work-Based Learning activities
- ❖ Connect students with the world of work through engagement events

How It's Allocated

- ❖ Each LEA receives \$15,000 annually for each DC CTE approved program of study.

Middle School Expansion Grant

Purpose

- ❖ Expand Middle grades CTE programming across the district
- ❖ Could fund in-school courses, after school clubs, and summer camp programming
- ❖ Two-year seed funding grant

How It's Allocated

- ❖ Competitive grant

Francesca Glover, Middle School Coordinator



Allowability

Federal Grant Programs

Examples of Most Used ALLOWABLE Expenditures

- ❖ Professional Development
- ❖ Supplies & Materials
- ❖ Travel & Training for CTE POS (Conference fees)

Examples of UNALLOWABLE Expenditures

- ❖ Supplies & Materials
- ❖ Alcoholic Beverages

DC CTE LEA Examples of Use

- ❖ Salaries & Benefits
- ❖ Contractor provided support to CTE students @ cosmetology, engineering, hospitality & tourism
- ❖ Lab coats to be housed in classroom

Local Grant Programs

Examples of Most Used ALLOWABLE Expenditures

- ❖ Other Objects (Catering services for Academies POS)
- ❖ Supplies & Materials
- ❖ Services for Career Academies

Examples of UNALLOWABLE Expenditures

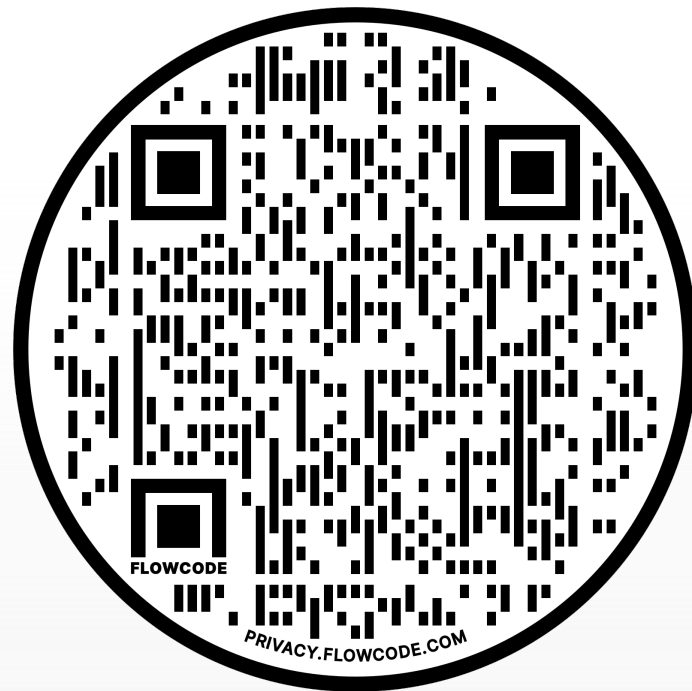
- ❖ Furniture/modular equipment
- ❖ Alcoholic Beverages

DC CTE LEA Examples of Use

- ❖ Academy shirts for AOHT students at Wilson
- ❖ Bus transportation for AOE students to colleges and WBL events
- ❖ Online Exams

Grant and Funding Resources

Your first line resource for funding requirements, grant components, travel documents, and the Allowability Chart is available at <https://careertechdc.org/funding>





Reimbursement Requests

Reimbursement Pro-Tips

In order to have the smoothest reimbursement experience, consider the following:

- ❖ Detailed description of services
- ❖ Bi-Monthly reimbursement schedule
- ❖ Always refer to the allowability chart, first, and then call or email with additional questions **BEFORE** making the expenditure!

Reimbursement Description Example

These are examples from actual reimbursement requests for Supplies and Materials.

Not acceptable :

- ❖ Lab Supplies: 2 Academies
- ❖ License Fee

Acceptable:

- ❖ Purchases iPads for CTE students in the Auto Tech program at Ballou.
- ❖ Purchased Edvotek-Green florescent protein, e. coli, ships ambient, GFP/Chromo kits for Biotech CTE students at McKinley Tech



Travel Reimbursements

Travel Reimbursement Requests

When making a reimbursement request for travel, create a single PDF packet for each traveler and include the following documents:

- ❖ Travel Expense Form
- ❖ Description of Event (copy of the conference announcement or flier will suffice)
- ❖ Lodging Invoice /Bill
- ❖ Copy of the GSA Per Diem and Lodging page for the host city
- ❖ Receipts for food
- ❖ Transportation Receipt (e.g., Airline, Train)
- ❖ Receipts for any miscellaneous expenses
 - ❖ Parking Fee (vehicle parking at airport)
 - ❖ Luggage Fee
 - ❖ Toll Fees
 - ❖ Ground Transportation (e.g., Uber, Lyft)



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