

## Postsecondary Perkins Manual Addendum

### 2011 - 2012 Postsecondary Perkins Reporting Timeline

#### *15-month Timeline for Postsecondary Perkins Basic Grant Reporting*

Due Date	Item / Document / Report	Grant Year
June 6, 2011	Deadline for Perkins Basic Grant Submittal and Occupational Program Application (OPA) for <b>Substantial</b> or <b>Final Approval</b> - See page 16 of the Postsecondary Manual	2011-2012
June 21, 2011	Districts receive notification of substantially approved Basic Grant applications. If substantially approved, districts may begin obligating Perkins funds as of July 1.	2011-2012
June 30, 2011	Final Basic Grant Amendment (due 90 days before grant period ends)	2010-2011
July 1, 2011	Beginning date of new fiscal grant period	2011-2012
July 8, 2011	Final <b>DEADLINE</b> for Completed Basic Grant components and OPA revisions to be submitted to ADE.	2011-2012
August 5, 2011	ADE grant approval for all completed applications	2011-2012
September 30, 2011	End date of grant period	2010-2011
December 30, 2011	Final Program Completion Narrative (on OPA form)	2010-2011
December 30, 2011	Financial Completion Reporting to Grants Management	2010-2011
February 24, 2012	Mid-Year Narrative Report (on OPA form)	2011-2012
June 30, 2012	Final Basic Grant Amendment (due 90 days before grant period ends)	2011-2012
September 30, 2012	End date of grant period	2011-2012
Monthly by the 18th	Cash Management Reports to Grants Management	2011-2012

#### *12-month Timeline for Postsecondary Perkins/Tech Prep Accountability*

Due Date	Item / Document / Report	Program Year
June 6, 2011	Program Improvement Action Plan due if performance measures not met at 90% or better (2 forms) Action Plan for Improvement of Tech Prep Measures not met due	PY2009-2010
June 6, 2011	Levels of Performance Agreement	PY2010-2011
September	Final CAR Forms from OVAE sent to districts	PY2010-2011
October 17, 2011	CAR Form III - Participant and Concentrator Enrollment Reports/Tech Prep	PY2010-2011
November 14, 2011	CAR Form IV-Grant Accountability Report and CAR Tech Prep Indicators 1P1, 2P1, 3P1, 4P1, 5P1, 5P2, 1PTP1, 1PTP2, 1PTP3, 1PTP4, 1STP1, 1STP2, 1STP4, 1STP5	PY2010-2011
January 20, 2012	Program Improvement Plan due to ADE for review/assessment of progress	PY2009-2010

**All accountability deadlines occur on a 12-month cycle regardless of the Basic Grant cycle**