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| **Illinois Community College board****fy 2015 Perkins GRANT GUIDELINES FAQ** |
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| **Perkins Salary Information Sheet (FORM 3)** |
| **Q1. How should student workers, tutors, etc. be included in form 3?** |
| 1. An ‘other’ section has been added to the form which allows colleges to provide aggregated salary and benefit information for tutors, student workers, etc.
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| **Q2. Can the salary and benefit amounts listed be estimated amounts?** |
| 1. It is expected that the best estimate, based upon the salary / benefits of the individual(s) in question is made when preparing this information.
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| **Q3. If a college faculty member is involved in activities related to the principles and elements should they**  **be included in Form 3?** |
| 1. If the faculty member is paid with Perkins funds, then yes they should be included in Form 3. If they are not paid with Perkins funds, include their efforts in Form 4, but do not include them in Form 3.
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| **Q4. What needs to be listed in the impacted principles column?** |
| 1. For each person paid with Perkins funds, you must indicate each principle related to their specific job duties. You do not need to reference the elements, only principles 1-6. Listing principle 1-6 for each staff member paid with Perkins funds is not acceptable. Thoughtful consideration of their job duties and how they relate to the principles is expected.
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| **Program Narrative Worksheet (FORM 4)** |
| **Q1. How do you reflect Perkins resources if the activity addresses multiple elements?** |
| 1. Reference the previous activity to avoid duplication of funding.
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| **Program of Study Inventory (FORM 6)** |
| *Every college should have at least one fully developed program of study (POS) that meets the minimum standards as noted by the POS Expectations tool in order to receive Perkins funding.*  |
| **Q1. Can you focus on the same POS from the previous year?** |
| 1. Yes, this is acceptable.
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| **Q2. Does a POS have to lead to an industry-recognized credential (IRC)?** |
| 1. This varies by industry, but if there is an applicable IRC then it is best practice to incorporate them.
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| **FORM 6 - Continued** |
| **Q3. Can a POS that is currently in development be selected as the focus for FY 2015?**  |
| 1. Yes. Colleges can focus on the expansion or evaluation of a current POS, or on the development of a new POS. If the POS is in development, colleges must mark “no” appropriately on the Expectations Tool. Activities related to the development of a POS should be included in Form 4.
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| **Q4**. **What types of examples should be listed in the evidence section?**  |
| 1. For guidance, utilize the examples provided in the POS Expectations tool. Identify and list a few key examples for your POS (i.e. MOUs, PTR charters, dual credit information, meeting minutes, etc.).
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| **General** |
| **Q1. Will Dual Credit Enhancement Grants be available next year?**  |
| 1. There will likely be Dual Credit Enhancement, PIG, PTR and Bridging the Gap funding. Innovation will not return.
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| **Q2. How will Perkins allocations be determined?** |
| 1. Allocations are determined based upon the most recent Pell count information available to the ICCB.
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| **Q3. When can colleges expect to see a monitoring schedule?** |
| 1. Programmatic monitoring occurs on a 2 year cycle and the schedule will be released this summer. ICCB will send out the fiscal monitoring schedule (5 year cycle), if available.
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