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March 2012

To: Chief Executive Officers of Selected Two-Year and Four-Year Institutions  
Directors of Educational Opportunity Centers

From: Stanley S. Hansen, Jr. 

Subject: **Fiscal Year 2012-13 Guidelines and Application Materials for Postsecondary Non-Competitive Formula Funding under the Carl D. Perkins Career and Technical Education Act of 2006 (Perkins IV)**

These guidelines for non-competitive proposals for the Perkins IV formula allocation program explain the application procedure for FY 2012-13. Institutions use these Federal funds to improve career and technical education programs that prepare students for high-skill, high-wage, high-demand occupations in the 21<sup>st</sup> century global economy. Eligible institutions or consortia of institutions are those offering career and technical education programs that meet Federal requirements for program size, scope, and quality and generating a potential award of at least \$50,000. The guidelines include the instructions and documents needed to prepare and submit applications.

Please note that the guidelines include changes for submitting application materials. These changes are presented on page 14 of the guidelines.

Institutions that have been notified of funding allocations, as eligible agencies, must submit completed applications to:

New York State Education Department  
Collegiate Development Programs Unit  
89 Washington Avenue  
Education Building Addition, Room 960A  
Albany, New York 12234

**Program Contact:** Maritza Vega or John Chipembere at (518) 474-5313

**Due Postmarked By:** May 11, 2012

**Number of Copies:** One complete original plus three (3) additional copies of the FS-10