



STATE OF NEW MEXICO
 PUBLIC EDUCATION DEPARTMENT
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VERONICA C. GARCIA, Ed.D.
 SECRETARY OF EDUCATION

BILL RICHARDSON
 Governor

MEMORANDUM

TO: Mr Ron Haugen, Superintendent
 Gadsden Independent Schools

FROM: Lena Trujillo-Chavez, Bureau Chief
 Career-Technical and Workforce Education Bureau

RE: TENTATIVE Allocation

Greetings! As the academic year comes to a close and we prepare for the next year, I hope you have the opportunity to take some time off and relax. This memorandum reflects your *tentative* allocation for the 2006-2007 year. Briefly:

- Now that we have received our estimated Perkins allocation notice from the U.S. Department of Education and budget approval we can move forward with providing you with the specific amount. Your new basic grant amount which is different from the amount in the Request for Application (RFA), is as shown below:

Educational Entity:		Gadsden Independent Schools	
Learning Level	Basic Grant Tentative Award	Budget Activity	
Secondary:	\$235,611.00	Public Schools: <input checked="" type="checkbox"/> Budget Approved electronically on June 8, 2006. Note the amount approved is different than the original amount in the RFA. RECs and BIAs: <input type="checkbox"/> Submit a secondary Budget Adjustment Request (attached).	

NOTE: The Carl D. Perkins Vocational and Technical Education Act of 1998 (P.L. 105-332) requires that instructional funds which are not awarded through the grant application process be redistributed to the successful grantees in accordance with the provisions of the law. [Secondary: Section 131(d)(3); Postsecondary: Section 132(c)(2)]; thus resulting in a different allocation amount from the RFA.

2. For the tentative allocation, please submit by July 1, 2006 the following items:
- A. Response to the Feedback Report: The feedback report is in a PowerPoint format. As you review the document, take note of any deltas (Δ) found on the right-hand column. Please respond to each delta, as this informs you of the needed revisions for your application, which in some cases may mean submission of replacement pages. For example:
- The CEO or Superintendent may not have signed each Program of Study, therefore a new signature page with the required signatures would have to be submitted;
 - In the Letter of Transmittal, a specific amount is identified for respective Programs of Study, but in the budgets for these Programs of Study a different amount is specified; the amounts do not reconcile when they should be identical. Therefore a new Program of Study Budget may have to be submitted or a new Letter of Transmittal may have to be submitted. Either way, revise to ensure reconciliation of same.
- B. A one-page narrative describing the adjustments to the original application for the new funding level, which may include:
3. A new Program of Study. The template is enclosed and can be accessed at www.nmctso.com;
 4. An amended or new Budget Form (attached) for each Program of Study affected by the new funding level.
- C. Special note: For those institutions who have changed their names (e.g., Albuquerque T-VI has officially changed their name to Central New Mexico Community College), you will need to submit a new W-9 (attached) and a copy of the legislation or authority for the name change.

I look forward to a wonderful new year as we continuously improve Career-Technical Education in New Mexico. Should you have any questions, please feel free to contact:

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As always, thanks for all you do for New Mexico's Career-Technical Education students.

cc: Dr. Patricia Parkinson, Assistant Secretary
CTWEB
Ms Sheila Raihl, Perkins Project Director

Attachments: Feedback Report
Budget Adjustment Request Form for Secondary REC and BIA sub-recipients
Budget Approval and Claim for Reimbursement for Postsecondary sub-recipients
Program of Study template
Program of Study Budget template
W-9