



Perkins Timelines & Deadlines 2017-2018

| Month | Activity | Due Date | Who Is Responsible? |
|-----------|---|---|--|
| September | Perkins Plan & Budget Updates | Friday, September 22 rd | Administrators |
| October | CTE Program Update <ul style="list-style-type: none"> • Review and update CTE course information • Program opens September 15th | Friday, October 13 th | Teachers, Administrators and Data Team |
| | Perkins Asset Inventory for previous year | Friday, October 27 th | Administrators |
| | Final Perkins invoice due for 2016-17 1 st Quarter Perkins invoice due | Tuesday, October 31 st | Business Office |
| November | Program of Study Renewals due | Wednesday, November 22 nd | Teachers and Administrators |
| December | Deadline to purchase equipment or non-consumable supplies with Perkins funds | Friday, December 29 th | Teachers and Administrators |
| January | 2 nd Quarter Perkins invoice due | Wednesday, January 31 st | Business Office |
| February | Clackamas Regional Skills Competition – Thursday, February 22 nd <ul style="list-style-type: none"> • Registration closes Friday, February 9th | Thursday, February 22 nd | Teachers |
| March | C-TEC Mini-Grant and Special Project Applications Available | Available Monday, March 5 th | Teachers and Administrators |
| April | C-TEC Mini-Grant and Special Project Applications Due | Friday, April 13 th | Interested parties |
| | 3 rd Quarter Perkins invoice due | Friday, April 20 th | Business Office |
| May | Mini-grant Review <ul style="list-style-type: none"> • Award Notification to occur by Friday, May 11th | Monday, May 7 th | C-TEC Steering Committee |
| | Review and Approve Perkins Budget for following year | May - June | C-TEC Steering Committee |
| | New course or instructor approval materials due for Advanced College Credit articulation in the following year | Due Mid-May | Teachers and Administrators |
| June | CTE Student Data Collections <ul style="list-style-type: none"> • Program opens May 18th | Friday, June 29 th | Administrators & School/District Data Team |
| July | 4 th Quarter Perkins invoice due | Tuesday, July 31 st | Business Office |