Department of Education

P. O. BOX 2120

Richmond, Virginia 23218-2120

**CAREER AND TECHNICAL EDUCATION MEMO NO. 235-24**

**DATE:** February 1, 2024

**FROM:** Dr. J. Anthony Williams, Director

Office of Career, Technical, and Adult Education

# SUBJECT: 2024-2025 Perkins V Local Plan and Budget for Career and Technical Education (CTE)

In compliance with the Strengthening Career and Technical Education for the 21st Century Act (Perkins V), the [2024-2025 Perkins V Local Plan and Budget for Career and Technical Education (CTE)](https://www.cteresource.org/media/0ata1utb/2024-2025-cte-local-plan.xlsm) must be submitted annually. Based on requirements authorized by the Standards of Quality and Perkins V, the school division must submit its application to the Virginia Department of Education in “[substantially approvable form](http://www.ecfr.gov/cgi-bin/text-idx?SID=e9431226eaef3d0f5b58363e0b2a2cfd&node=se34.1.76_1708&rgn=div8)” via the *Online Management of Education Grant Awards* (OMEGA) in the original Excel format no later than April 30, 2024. In order to obligate Perkins V funds on July 1, 2024, school divisions must adhere to the submission due date. To prepare your local plan and budget, please use the attached 2024-2025 Perkins V Local Plan and Budget for Career and Technical Education (CTE) template.

If you have questions or need additional information, please contact Bill Hatch, Associate Director for Program Administration and Workforce Development, Office of Career, Technical, and Adult Education at [CTE@doe.virginia.gov](mailto:CTE@doe.virginia.gov) or at (804) 625-3592.

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