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TO: Perkins Applicants

FROM: New York State Education Department (NYSED) Office of Career and Technical Education (CTE)

DATE: December 16, 2019

SUBJECT: Clarification on Perkins V Comprehensive Local Needs Assessment (CLNA) Guidance

In November 2019, the NYSED CTE Office released a CLNA guidance document to be used with the CNLA template and summary forms.

The CTE Office has received questions about how many programs must be included in the CLNA. The CLNA needs to evaluate *all* NYSED-approved programs offered by the applicant. This comprehensive assessment will reveal gaps and disparities that may exist across all NYSED-approved programs offered. Applicants are required to use the CLNA results to focus funding on programs needing to improve performance in academic or technical skill achievement levels.

While the guidance provided on the NYSED [CTE website indicated](#) that the CNLA would “identify strengths and weaknesses of current program delivery” it did not affirmatively state that *all* NYSED-approved programs be included in this evaluation. Please be advised that all NYSED-approved programs offered by an application must be included the CNLA process.

Also, please be advised that *only* those programs approved by November 1, 2019 will be eligible for evaluation by the CLNA, and thus Perkins funding for the '20-'21 program year.

If you have any questions or concerns about the CLNA, please contact the [Office of CTE](#).