



OFFICE OF CAREER AND TECHNICAL EDUCATION  
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[www.nysed.gov/career-technical-education](http://www.nysed.gov/career-technical-education)

TO: Perkins applicants

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

DATE: October 13, 2023

SUBJECT: 2023-24 Comprehensive Local Needs Assessment (CLNA) for Perkins Program Year 2024-25

The NYSED Office of CTE has posted the updated 2023-24 CLNA for use in the development of the 2024-25 Perkins program year application. The performance targets in Chart 3 and the Performance Level Targets tab are not provided because finalized 2022-23 SIRS data is not yet available. Once the finalized data is available, we will establish the 2024-25 State Determined Performance Levels (SDPL). While we wait for the 2022-23 SIRS data to be finalized later this month, Perkins recipients can begin work using the workbook posted on The Office of CTE's [website](#).

**Returning Applicants:**

All NYSED-approved programs (including those approved by Dec 1, 2022) may be included in the 2023-24 CLNA. Only those programs that meet the definitions of size, scope, and quality by the June 1, 2024, submission date for the application are eligible for Perkins funding in the 2024-25 year. (Applicants may use local data, SIRS data, or a combination of local and SIRS data when verifying eligibility of size for newly approved programs.)

**First-time Applicants:**

Any LEA or BOCES who is newly eligible or re-establishing eligibility as a Perkins applicant may submit a CLNA in preparation for the 2024-25 Perkins application. First-time applicants with an individual allocation greater than \$15,000 must meet the Perkins V definitions of size, scope, and quality before they apply. New applicants must call the Office of CTE at 518-486-1547 to confirm eligibility. After size, scope and quality thresholds are confirmed, new applicants who were previously part of a consortium must notify the consortium's fiscal agent, of their intent to apply for Perkins funding independently. A copy of the letter of intent will be due to both the fiscal agent of the consortium and to the Office of CTE by March 15, 2024 (a PDF of the original should be sent to [emsccte@nysed.gov](mailto:emsccte@nysed.gov)). A completed CLNA will be due April 1, 2024, to the Office of CTE to begin the application process for the 2024-25 year.

For questions regarding the 2023-24 CLNA, please contact the Office of CTE at [emsccte@nysed.gov](mailto:emsccte@nysed.gov).