



Workforce Train & Educ Coord Board
 2025-27 Regular Budget Session
 Maintenance Level - PF - Federal Perkins CTE Match Funds

Agency Recommendation Summary

The Workforce Board requests a maintenance budget adjustment to support critical activities and functions necessary to comply with federal and state mandates to administer the federal Carl D. Perkins Career and Technical Education (CTE) program. Currently, insufficient state administrative funding is hindering the Perkins program's ability to reach its full potential. This limitation prevents the program from meeting the required dollar-for-dollar match, which is necessary to fully utilize federal CTE grant funds. By providing state-specific CTE funding to match to federal outlays, the state can ensure that all federal grant allocations are effectively deployed, and that Washington doesn't forfeit any unspent funds.

Fiscal Summary

Fiscal Summary <i>Dollars in Thousands</i>	Fiscal Years		Biennial	Fiscal Years		Biennial
	2026	2027	2025-27	2028	2029	2027-29
Staffing						
FTEs	5.5	5.5	5.5	5.5	5.5	5.5
Operating Expenditures						
Fund 001 - 1	\$479	\$479	\$958	\$479	\$479	\$958
Fund 001 - 2	\$479	\$479	\$958	\$479	\$479	\$958
Total Expenditures	\$958	\$958	\$1,916	\$958	\$958	\$1,916
Revenue						
001 - 0384	\$479	\$479	\$958	\$479	\$479	\$958
Total Revenue	\$479	\$479	\$958	\$479	\$479	\$958

Decision Package Description

The Workforce Training and Education Coordinating Board (Workforce Board) formally requests additional funding to address critical functional gaps identified in a recent federal audit and in our state strategic planning process related to the administration of the Carl D. Perkins Career and Technical Education Act (Perkins). The Workforce Board is the oversight and administrative agency responsible for implementation of Perkins in Washington. As the primary agency overseeing the state's workforce development strategy, we have identified the Perkins program as one area where our existing maintenance budget falls short in fulfilling the Board's statutory obligations. The Workforce Board is directed by statute to provide planning, coordination, evaluation, and policy analysis for the state training system, including programs and courses of secondary and postsecondary CTE.

To address this gap, the Workforce Board requests an annual allocation of \$484,352 to match an equal amount of federal administrative funds. With the state match in place, this will dedicate a total of approximately \$968,000 per year, as noted in the above fiscal table. This funding is critical to uphold the Perkins program's standards, especially in administrative oversight, program reporting, and ensuring statewide CTE success. The funds that can be used for the Perkins federal match have very specific requirements for applying state funds for the match. As the state appropriations that can be used for the Perkins match have shifted or dwindled, the Workforce Board has had limited ability to meet this requirement, resulting in returning federal funding for lack of state match funds for many years.

What is your proposal?

Administration of Carl Perkins CTE Program

The Workforce Board is statutorily required to serve as the administrative and oversight body for the federal "Perkins V: Strengthening Career and Technical Education (CTE) for the 21st Century Act" grant. The Board's Executive Director is assigned the role of State CTE Director for federal purposes, and as such commits the agency to all administrative and fiscal obligations of the Perkins Act.

The Perkins Act is a primary federal funding source for secondary and postsecondary CTE programs critical for preparing youth and adults for jobs in local and regional economies. Perkins funds play a key role in filling certain gaps in state CTE funding, such as creating new programs, recruiting, and providing professional development for instructors, and developing and piloting strategies to improve outcomes for rural and underserved populations. Perkins funds also help establish secondary to postsecondary pathways, to support industry-education partnerships, and to evaluate the impact of secondary and postsecondary CTE programs on student education and employment progress. CTE programs are a graduation requirement for all students, not just an option for those who may not be immediately going to a four-year institution after high school.

The 2023 federal evaluation of Washington's Perkins administration pinpointed areas in Perkins that require additional staff and funding to support enhanced monitoring techniques, perform data-validation, and ensure accountability. The commitment to match federal Perkins administrative funds will solidify our ability to continue optimal support for the Perkins CTE program, which has been a cornerstone of our educational initiatives.

These service-level enhancements, for which we are seeking funding, would commence July 1, 2025, and will have a broad impact. They will resonate with workforce development professionals across Washington, businesses in dire need of skilled labor, historically marginalized communities seeking equitable economic opportunities, and educational institutions, especially those involved in career and technical education.

While most of the grant funds (approximately \$26 million for 2024) are distributed to local CTE providers through the Office of Superintendent of Public Instruction (OSPI) and the State Board for Community and Technical Colleges (SBCTC), the Workforce Board retains a small portion, approximately 1.9 percent, to meet administrative requirements and to support the Board's role as the state CTE policy and oversight body. Funds available for administration across the three state agencies are inadequate to fund staff and perform the necessary work involved, but all partners are required to leverage at least a dollar-for-dollar match of non-federal funds. This requirement presents further administrative challenges as the Workforce Board does not have sufficient state funds to leverage all federal administrative funds available. In fact, the Board's commitment to Perkins has resulted in a deferral of funds from other essential programs and activities such as the agency's Private Career Schools Licensing/Consumer Protection Program and the Veterans Affairs (VA) Education Program which evaluates and approves programs for Washington veterans using GI Bill benefits. The Workforce Board has also deferred hiring a Legislative Director, an essential position in providing information and data to the Legislature and the Workforce Board as they evaluate workforce policies elevated to the Board through system partners and community stakeholders. The Workforce Board has also reduced staff professional development and training. In recent years, the Board has either distributed administrative funds to partner agencies for program enhancements for lack of a match or has returned the funds, with an average annual loss to the Workforce Board of approximately \$250,000 in federal funds. The lack of match funding has put the access to federal funding in jeopardy, as we've had to scale back our administrative and oversight activities.

As noted previously, the U.S. Department of Education monitored Washington's Perkins and CTE system in June 2023. Overall, the system was reviewed favorably, and innovative practices were highlighted. However, areas needing improvement were identified, primarily in administrative oversight and program reporting. The lack of matched administrative funding was noted as a risk factor to performing at adequate compliance levels. Additional match funding will support increased administrative staff, detailed in the Assumptions and Calculations section, to bolster administrative oversight and program reporting functions.

The Board utilizes Perkins administrative funds for the following purposes:

1. Developing and implementing the State combined workforce development plan, Talent and Prosperity for All (TAP).
2. Reviewing local applications.
3. Monitoring and evaluating CTE program effectiveness.
4. Meeting federal reporting requirements.
5. Assuring compliance with all applicable federal laws, including Methods of Administration (MOA) and Americans with Disabilities Act (ADA) standards. The MOA program is a civil rights compliance program within the U.S. Department of Education Office for Civil Rights that ensures all students, regardless of race, color, national origin, sex, or disability, have equal access to high-quality CTE programs.
6. Providing technical assistance, including a focus on work-based learning in public schools.
7. Re-engaging in oversight of the Comprehensive Local Needs Assessment (CLNA) process, to help identify gaps in local CTE programs and develop strategies to address those gaps.
8. Providing funding and support for school districts to develop articulated pathways by aligning secondary education with postsecondary education and training, allowing students to earn credit toward a postsecondary degree or credential while still in high school.
9. Supporting and developing state data systems relevant to the provisions of Perkins V, including assuring the validity of reported data.

The Board requests \$484,352 annually to match federal administrative funds, which is crucial for the Board to fulfill all its responsibilities, to leverage the full amount of federal funds available, and to ensure the continued success of the Perkins program in Washington. The Workforce Board shares administrative (5 percent) and leadership (10 percent) funds with OSPI and SBCTC, to support their capacity to work directly with local institutions on effective implementation of the Perkins program. The majority of leadership funds, which do not require the 50/50 match, are distributed to our partner agencies to provide them flexibility when working with local institutions and school districts. Rather than shifting this long-standing (30+ years) distribution approach, the Board requests state funds to address the non-federal shortfall to meet the required state funds match.

Assumptions and Calculations

Expansion, Reduction, Elimination or Alteration of a current program or service:

Workforce Board Perkins administration is funded from the agency's general state funds and matched by federal Perkins funding.

State and federal expenditures and the amount of unspent federal allocations from previous years* are detailed as follows:

*Note: Federal Perkins grant periods run concurrently, rather than consecutively, and thus have periods overlap between multiple grant

allocations.

- Federal Perkins grant 2161, incorporating the 27-month grant period from July 1, 2020 – September 30, 2022.
 - Amount allocated by federal government - \$484,352
 - Amount spent by using state funds - \$246,453
 - Amount of match not realized by the Workforce Board - \$237,899
- Federal Perkins grant 2162, incorporating the 27-month grant period from July 1, 2021 – September 30, 2023.
 - Amount allocated by federal government - \$484,352
 - Amount spent using state funds - \$280,180
 - Amount of match not realized by the Workforce Board - \$204,172
- Federal Perkins grant 2163, incorporating the 27-month grant period from July 1, 2022 – September 30, 2024.
 - Amount allocated by federal government - \$484,352
 - Amount spent using state funds - \$168,786 (*state spending as of July 2024)
 - Amount of match not realized by the Workforce Board – N/A – still in the grant period, but available state match is trending to not realizing the match by at least \$200,000.

Detailed Assumptions and Calculations:

Administration of Carl Perkins CTE Program

Objective: The Workforce Board is seeking an annual commitment of approximately \$484,352 in state funds to match federal administrative funds, for a total of \$968,704. Only half of the below listed costs will be requested from state funds; the other half will be supported by the federal match.

The Workforce Board's commitment to the Perkins program and its resulting use of state general fund monies towards Perkins has resulted in the deferral of funds from other essential programs and positions, such as the Private Career Schools program, the Veterans Affairs (VA) Education Programs, not filling a Legislative Director position, and support for staff professional development and training. While the Perkins program is undeniably vital in the Workforce Board's mission, the Board's necessary decision to prioritize Perkins funding has had cascading effects on other vital functions and initiatives of the Workforce Board. This underscores the intricate balance of meeting immediate compliance requirements while also striving to achieve the statutory obligations and vision of the Workforce Board.

Contract Funding: Perkins-funded CTE programs require detailed oversight, monitoring, and reporting. Federal Perkins funds that remain after staffing costs—\$200,000 in the first year and \$218,000 in the proceeding years—would be used to fund essential contract services. Contracts will primarily focus on specialized areas of research, data collection, validation, and evaluation related to the administration of CTE. This contracted work will provide the Workforce Board with additional expertise in the administrative activities necessary for the effective and efficient performance of duties under Perkins.

Workforce Assumptions:

- **Key Personnel and Duties: State Employee Staffing Costs as Part of Perkins Administration**
 - **Career Pathways Manager (WMS2, 1 FTE ongoing)**—Leads the Board's initiatives to align with federal Perkins guidelines, focusing on improved monitoring practices. Guides the heightened monitoring and program evaluation protocols, ensuring alignment with federal Perkins guidelines. Will play a critical role in re-invigorating monitoring practices, leveraging both desk audits and on-site visits.
 - **Program and Research Analyst (MA5, 1 FTE ongoing)**—Bridges communication between CTE institutions and the Workforce Board, focusing on program outreach, awareness, and monitoring program adherence to state and federal guidelines.
 - **Career Pathways Policy Associate (MA4, 1 FTE ongoing)**—Analyzes and interprets Perkins guidelines, recommending policy adaptations for state CTE programs, and ensures consistent application across all initiatives.
 - **Fiscal analyst (FA4, 0.8 FTE ongoing)**—Provides the necessary fiscal oversight, focusing on accurate allocation of state-appropriated dollars for federal match and precise tracking of state and local expenditures. Ensures a precise approach to fiscal monitoring and data validation, driving the Board's efforts towards accurate and compliant fiscal reporting.
 - **Administrative Assistant (AA4, 1 FTE ongoing)**—Ensures meticulous documentation, data collection, and reporting, essential for adherence to compliance and effective stakeholder communication.
 - **Researcher (MA5, 0.5 FTE ongoing)**— Cross-verify the collected data against multiple sources to validate its accuracy. Work with individual schools and institutions to correct discrepancies and fill in any data gaps. Analyze data to check for any disparities or biases that might indicate civil rights violations. Develop research-backed insights to support policymakers in shaping future CTE policies and initiatives.

In sum, this proposal not only ensures compliance with federal and state directives but also positions Washington at the forefront of workforce development, ensuring our strategies are both innovative and impactful.

Historical Funding:

Federal Perkins administration funding levels for FY2026 and FY2027 are projected to be in line with previous allocations levels of \$484,351 each year.

Strategic and Performance Outcomes

Strategic Framework:

Goal 1: World Class Education

The Workforce Board's budget request for a Perkins match directly support the Governor's vision for a world-class education system in Washington. Through initiatives like the administration of the Carl Perkins CTE Program, the Board ensures that education and training programs are tailored to meet the evolving needs of Washingtonians, facilitating a seamless transition from K-20 education to employment. This commitment not only elevates the state's educational standards but also prepares students for lifelong learning and successful careers.

Goal 2: Prosperous Economy

In fostering a prosperous economy, the Board's emphasis on enhanced industry and economic development partnerships ensures that businesses have access to a skilled workforce, and workers are equipped for the jobs of the future. Increased Perkins and state-match funding will help better align the career and technical skills needed by business with the education and training provided by the workforce development system.

Agency Strategic Alignment: This package is reflective of how the Workforce Board's requests are not just financial decisions; they are strategic moves designed to ensure that the agency's vision and goals, as outlined in the strategic plan, are realized. These budget adjustments ensure that the Board has the resources and tools necessary to implement its strategic priorities effectively and remain at the forefront of workforce development, ensuring that the state's workforce development system remains robust, responsive, and forward-looking. The Washington state strategic plan for workforce development is titled *Talent and Prosperity for All (TAP)* and can be found at <https://wtb.wa.gov/planning-programs/washington-state-workforce-plan/>.

Performance Outcomes:

With the proposed funding match, we anticipate the following outcomes:

- Strong oversight and ensuring match federal funding levels for Perkins administrative funding are crucial for maximizing federal funds and their effectiveness in supporting CTE. This approach ensures that funds are not wasted and are used strategically to meet the needs of students and employers.
- Strengthened Business Engagement: A growth in businesses actively collaborating with the Workforce Board, supporting training programs to align with industry needs.
- Strengthened Industry-Education Partnerships: By bridging the gap between education and industry, Perkins CTE programs can lead to improved performance outcomes by strengthening industry-education partnerships, and by supporting collaborative projects, work-based learning opportunities, and employer engagement, ensuring that CTE programs align with workforce needs.

Equity Impacts

Community Outreach and Engagement:

In crafting our TAP state's strategic workforce plan, which is a key driving force to identify and address gaps in our state's workforce system, the Workforce Board has been actively engaged with both state and local agency partners. The Youth strategic priority area of TAP relies on effective utilization of Perkins funding for CTE programs, including predictability of administration and oversight for CTE partners, and aligning with federal guidance and best practices. This request was endorsed by the Workforce Board.

Targeted outreach initiatives have been conducted with agencies and organizations representing a wide range of underserved populations. These engagement sessions, which help inform policy decisions, have been essential in aligning our workforce development initiatives with the practical needs and aspirations of these communities.

Disproportional Impact Considerations:

To the best of our knowledge, this proposal will not have any disproportional impacts on any specific population in the state. Indeed, increased oversight and effective administration of the Perkins program, as well as increased funding to meet the federal match will expand our reach to provide more effective service and engagement with CTE programs across the state.

Target Communities and Populations:

Our proposal is fundamentally rooted in the principle of equity, aiming to bridge the disparities faced by various marginalized communities in Washington. The target populations that stand to benefit most prominently from this proposal encompass a broad spectrum of individuals and communities: urban and rural, job seekers and businesses, tribal communities, and more.

The Washington workforce system, including the Perkins program—is focused on improving services to all Washingtonians, with a special emphasis on certain priority populations:

- Individuals from BIPOC Communities
- Displaced Homemakers
- Low Income Individuals
- Native Americans, Alaska Natives, and Hawaiians
- Individuals with Disabilities
- Older Individuals
- Justice Involved Individuals
- Unhoused Individuals
- Youth in, or formerly in, Foster Care
- English Language Learners
- Migrant/Seasonal Farmworkers
- Individuals within Two Years of Exhausted TANF Eligibility
- Single Parents/Pregnant Individuals
- Long-Term Unemployed
- LGBTQIA+ Individuals
- Veterans & Eligible Spouses

These populations, historically marginalized and often overlooked, will benefit from increased resources focused on developing a more streamlined and integrated system of services. The current system, which requires individuals to navigate multiple organizations and repeatedly undergo intake processes, is particularly burdensome for these groups. Strong oversight and matching federal funding levels for Perkins administrative funding are essential for ensuring federal funds are used effectively to support CTE and meet the needs of students and employers.

Community Inputs and Incorporation:

Board staff presented this proposal to the Workforce Board, which in turn supported this initiative to increase administrative funding for the Perkins V grant. After pertinent discussion, the Workforce Board advocated securing additional state funds to effectively fulfill its oversight and policy roles, ensuring that Perkins funds are used strategically to support CTE and meet the needs of students and employers.

Other Collateral Connections

HEAL Act Agencies Supplemental Questions

Not applicable.

Puget Sound Recovery:

Not applicable.

State Workforce Impacts:

Not applicable.

Intergovernmental:

Not applicable.

Stakeholder Impacts:

Agencies must identify non-governmental stakeholders impacted by this proposal. Provide anticipated support or opposition.

Educational Institutions:

Schools, especially those involved in career and technical education, will be directly impacted by the certainty afforded by a match for Perkins/CTE program funding. The commitment to match federal Perkins funds emphasizes our dedication to strengthening career and technical education in Washington. We expect these institutions to be supportive, given the potential for increased resources and alignment with industry needs.

State Facilities Impacts:

Not applicable.

Changes from Current Law:

Not applicable.

Legal or Administrative Mandates:

Following the June 2023 monitoring visit by the federal Department of Education's Office of Career, Technical, and Adult Education Division of Adult and Technical Education (OCTAE) to evaluate Washington's administration of the Perkins program, two official findings and seven suggestions were presented. These findings pinpointed the need for enhanced monitoring, data validation, and accountability measures, especially regarding subrecipient oversight in fiscal expenditure data validation and State Determined Performance Levels. Each of these activities require increased Perkins administrative staff time exceeding current funded levels. OCTAE emphasized the post-COVID-19 reactivation of monitoring and program evaluation protocols, utilizing methods like desk audits and on-site visits. It was also suggested to adopt a risk-based monitoring approach tailored for secondary and postsecondary eligible recipients and to refine fiscal accountability procedures, ensuring the precise allocation of state funds used for federal matching and the accuracy of the maintenance of effort requirement data. Similarly, heightened attention is demanded for the Methods of Administration (MOA) segment of the Perkins program, overseeing civil rights compliance activities.

Governor's Salmon Strategy:

Not applicable.

IT Addendum

Does this Decision Package include funding for any IT-related costs, including hardware, software, (including cloud-based services), contracts or IT staff?

No

Objects of Expenditure

Objects of Expenditure <i>Dollars in Thousands</i>	Fiscal Years		Biennial	Fiscal Years		Biennial
	2026	2027	2025-27	2028	2029	2027-29
Obj. A	\$491	\$491	\$982	\$491	\$491	\$982
Obj. B	\$178	\$178	\$356	\$178	\$178	\$356
Obj. C	\$0	\$29	\$29	\$29	\$29	\$58
Obj. E	\$186	\$186	\$372	\$186	\$186	\$372
Obj. G	\$14	\$24	\$38	\$24	\$24	\$48
Obj. J	\$39	\$0	\$39	\$0	\$0	\$0
Obj. T	\$50	\$50	\$100	\$50	\$50	\$100

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