

## **USING CARL PERKINS FUND TO PAY GROUP AFFILIATION FEES FOR FAMILY, CAREER AND COMMUNITY LEADERS OF AMERICA**

*The Texas Education Agency staff was asked to clarify the use of Carl Perkins funds to pay student membership fees for students eligible to be in a CTSO. The response was:*

*LEAs may not expend Perkins funds to benefit individual students, but may spend those funds to benefit groups of students. CTSOs are a permissible use of Perkins funds, so this approach to funding a group membership for all eligible students is permissible."*

Funds for this program must be used to supplement (increase the level of services) and not supplant (replace) funds from nonfederal sources. Any program activity required by state law, State Board of Education (SBOE) rules, or local board policy may not be paid for with these funds. State or local funds may not be decreased or diverted for other uses merely because of the availability of these funds. You must maintain documentation that clearly demonstrates the supplementary nature of these funds. Program Contact Funding Contact .

You could be considered in noncompliance with the supplement-not-supplant requirement if you use federal CTE funds to provide services that you are required to provide under state or local law, rule, or a court order. Also, you could be considered in noncompliance for any expenditure of federal funds for any service that has been funded with state or local funds.

Career and Technical Education  
Curriculum Division  
Texas Education Agency

### **What does this mean for Texas FCCLA?**

To use Carl Perkins funding for state and national FCCLA affiliation, an advisor must affiliate all students enrolled in the classes identified in the advisor's schedule that are certified Career and Technical Education classes that family and consumer science teachers are eligible to teach. Affiliating all students will make FCCLA a truly integral instructional program. Often students choose to not be active in FCCLA because they don't have a real understanding of the mission and purposes of the organization nor have they ever experienced the opportunities available to them. When a program pays the affiliation fee, the student is eligible to participate at any point when they choose to engage. This affiliation fee options will allow a chapter to access district funds to cover the cost of affiliating.

### **How would one determine the affiliation amount?**

A teacher teaching 125 students for the current school year would be required to pay the \$17 per person for the 125 students. If there are eligible members that are currently not enrolled in a course, **-more-**they may be added to the list of eligible students and the \$17 would need to be paid for each additional member. This establishes the initial group affiliation fee for the first year. Future years fee will be based on the enrollment numbers from the previous year. Texas FCCLA may at any time verify all enrollment data and could revoke the chapter's charter if a discrepancy between actual enrollment plus the additional students and the submitting documents are found.

### **How will enrollment be determined?**

The first year, current year enrollment will be used plus all other students who are eligible for membership. In future years, pursuant to national policy, the previous year's enrollment will be used to determine the affiliation fee. FCCLA reserves the right to verify all enrollment data and may revoke a program's affiliation fee status if an investigation reveals discrepancies between actual enrollment plus additional eligible students and the documentation submitted.

### **How does it work?**

Example: A teacher has 125 students enrolled. The FCCLA membership policies also allows students we meet the membership requirement to retain membership if they have taken a course in previous semesters. There are 15 of these students. The number used for current school year will be 140 (125+15). After the winter break, 10 new students move in and enroll. If an advisor has paid the affiliation fee for her students, any FCS student will be considered an FCCLA member. Therefore, these students are added to the roster at no charge, bringing the total to 150. In the following school year, this program's affiliation will be based on 150, since it will be based on previous year's data.

### **Can advisors choose between individual membership dues and chapter affiliation fee?**

Yes, advisors can choose either form of affiliation. Contact must be made with Mark at the national office to let him know that the chapter will be using Carl Perkins funds so the system can be adjusted for each chapter individually.

### **How will this effect competitive event participation?**

Chapters will need to adhere to the participation chart which indicates the number of STAR and Proficiency event entries a chapter may have and the affiliation deadlines for the current school year. All members are eligible to participate in all other program/projects available through FCCLA.

### **What happens if a student who enrolls in the spring or at some other point after enrollment is recorded for affiliation purpose is left off of the roster?**

A student who has been inadvertently omitted from the roster, any be added without additional fee or penalty. The state association may ask for verification of enrollment and time of enrollment.

**What do schools need to do if Carl Perkins money is going to be used for the current school year?**

The use of these funds for student affiliation fees must be shown in the application submitted with TEA. If funds are going to be used this year, an amendment will need to be filed with TEA to show that group affiliation fees will be paid by their allocation.

All teachers will submit their affiliation on line at [www.fcclainc.org](http://www.fcclainc.org) and turn in the signed statement found on the Texas FCCLA website:

**Sample Affiliation Certification:**

The \_\_\_\_\_ FCCLA chapter of \_\_\_\_\_ High School, with the chapter ID Number of \_\_\_\_\_ will pay group affiliation fees based on the total enrollment in the Career and Technical Education (CTE) classes taught by the family and consumer sciences teacher. Texas FCCLA reserved the right to verify all information submitted.

I hereby attest that, to the best of my knowledge, the names being submitted electronically represent all students enrolled in the approved CTE courses that could be taught by the family and consumer sciences teacher. I understand that falsifying this data is an ethical violation and may result in losing their charter with Texas FCCLA.

\_\_\_\_\_  
**Signature of Administrator**

\_\_\_\_\_  
Signature of Advisor

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Printed Name of Administrator

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Printed Name of Advisor

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Administrator Telephone Number

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Advisor Telephone Number

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Administrator Email Address

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Advisor Email Address

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