

SRTC Procedure: Perkins Budgeting

Each year the State Board of the Technical College System of Georgia (TCSG) approves the allocation of Federal Perkins Funds that are distributed to the technical colleges. Budget development for the expenditure of Southern Regional Technical College's Perkins allocation is coordinated by the Institutional Effectiveness (IE) Division at the College. Perkins funding is allowed as follows:

1. for activities that focus on specific requirements as outlined in the federal regulations;
2. for activities that focus on performance on core indicators (Perkins Measures);
3. for developing and offering secondary students opportunities to acquire postsecondary education credits as follows:
 - A. to participate in career pathways programs of study that have a postsecondary element;
 - B. to participate in academic courses; and
 - C. to participate in dual or concurrent enrollment programs.
4. for comprehensive professional development activities;
5. for activities involving the collaboration of stakeholders in the development, implementation, and evaluation of programs and services assisted through Perkins funding;
6. for programs and services of sufficient size, scope, and quality to bring about improvement in the quality of occupational programs; and
7. for activities for special population students.

The initial Perkins Budget is proposed in the spring of each year by the Vice President for Institutional Effectiveness to the President and President's Leadership Cabinet, and reviewed by the local Board of Directors. The budget is submitted to the Technical College System of Georgia (TCSG) for approval, and upon approval, TCSG provides an award letter to the President, the Vice President for Institutional Effectiveness, and the Administrative Services Office. Budget amendments are allowed throughout the fiscal year with approval granted by TCSG.

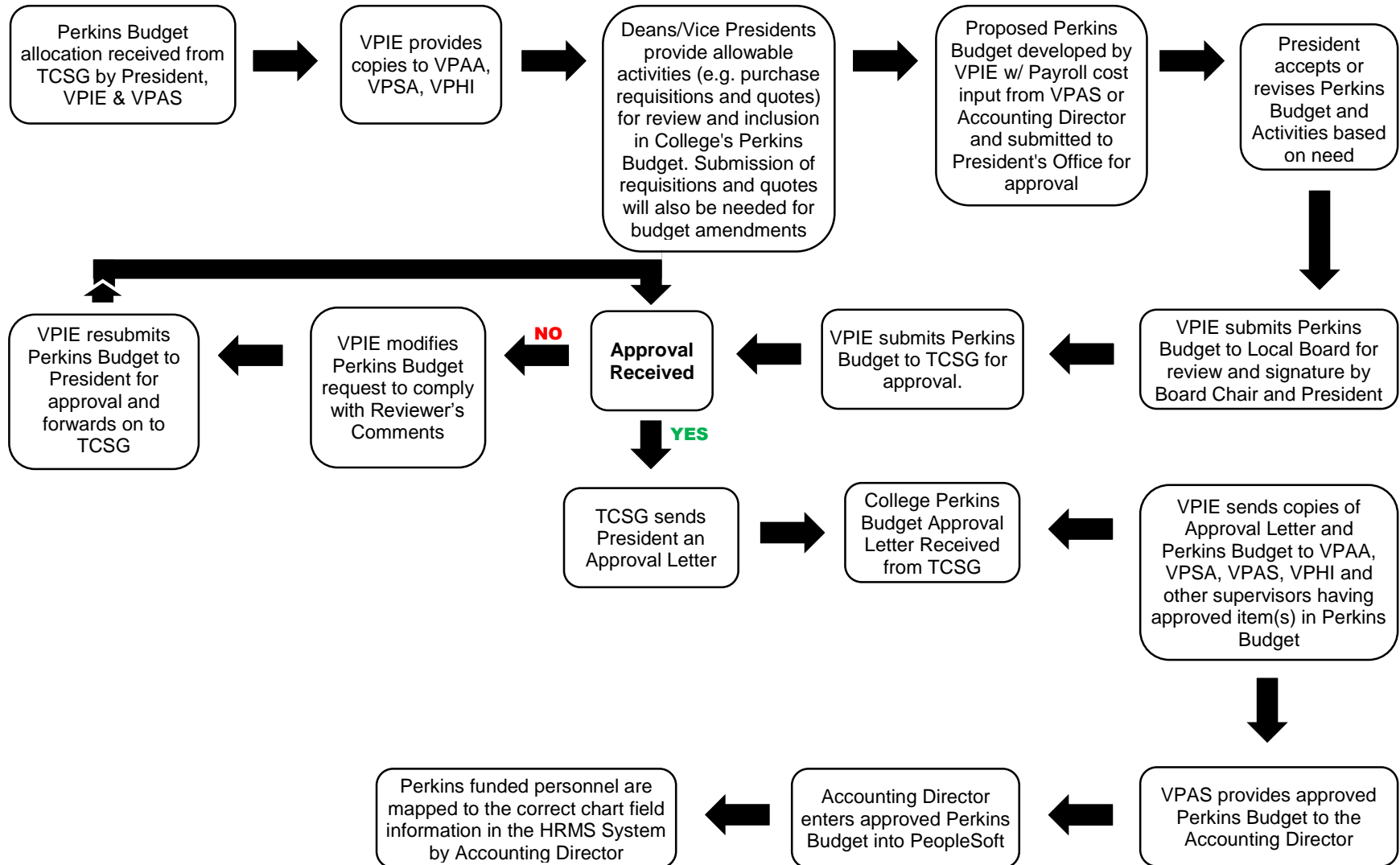
Transaction work flow specific to Perkins budgeting, purchasing, accounts payable, accounts payable-travel reimbursement, reconciling, equipment inventory, and revenue are included as follows on the Perkins Budgeting Flow Charts.

Responsibility

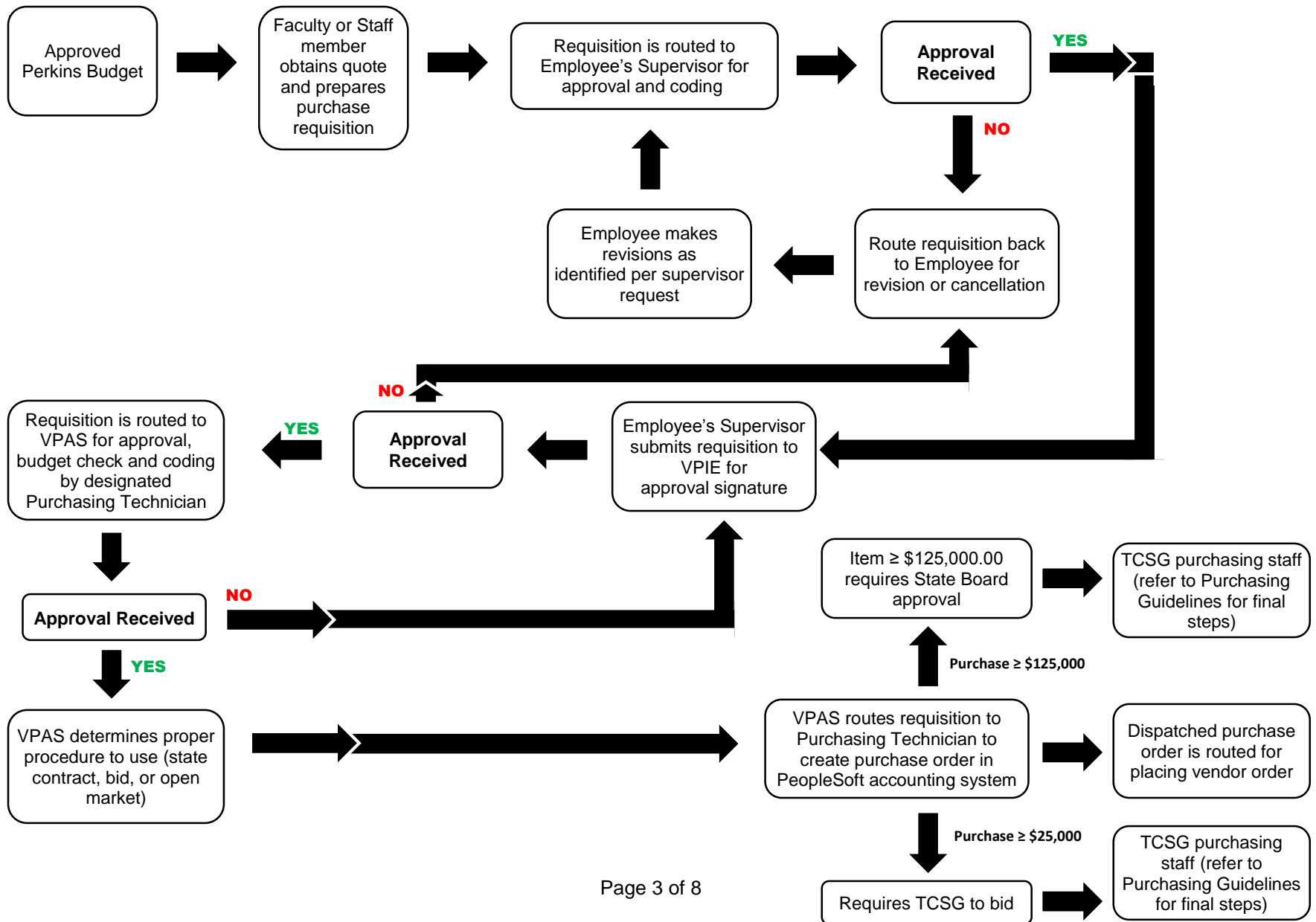
The Vice President for Institutional Effectiveness has the overall responsibility for ensuring this procedure is implemented.

Approved: 03-09-15
Implemented: 07-01-15

SOUTHERN REGIONAL TECHNICAL COLLEGE PERKINS BUDGETING FLOW CHART

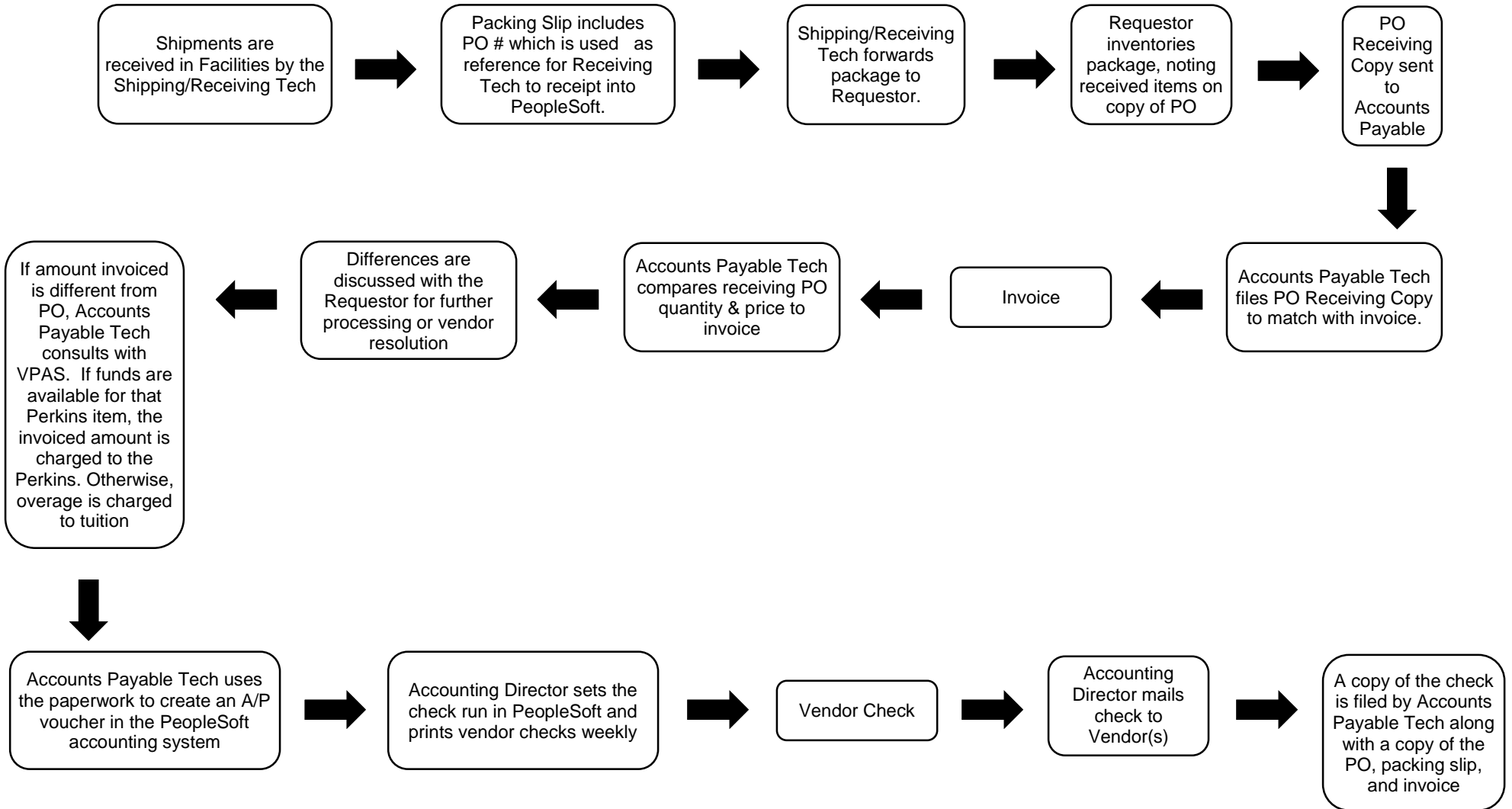


SOUTHERN REGIONAL TECHNICAL COLLEGE PERKINS BUDGETING FLOW CHART - PURCHASING



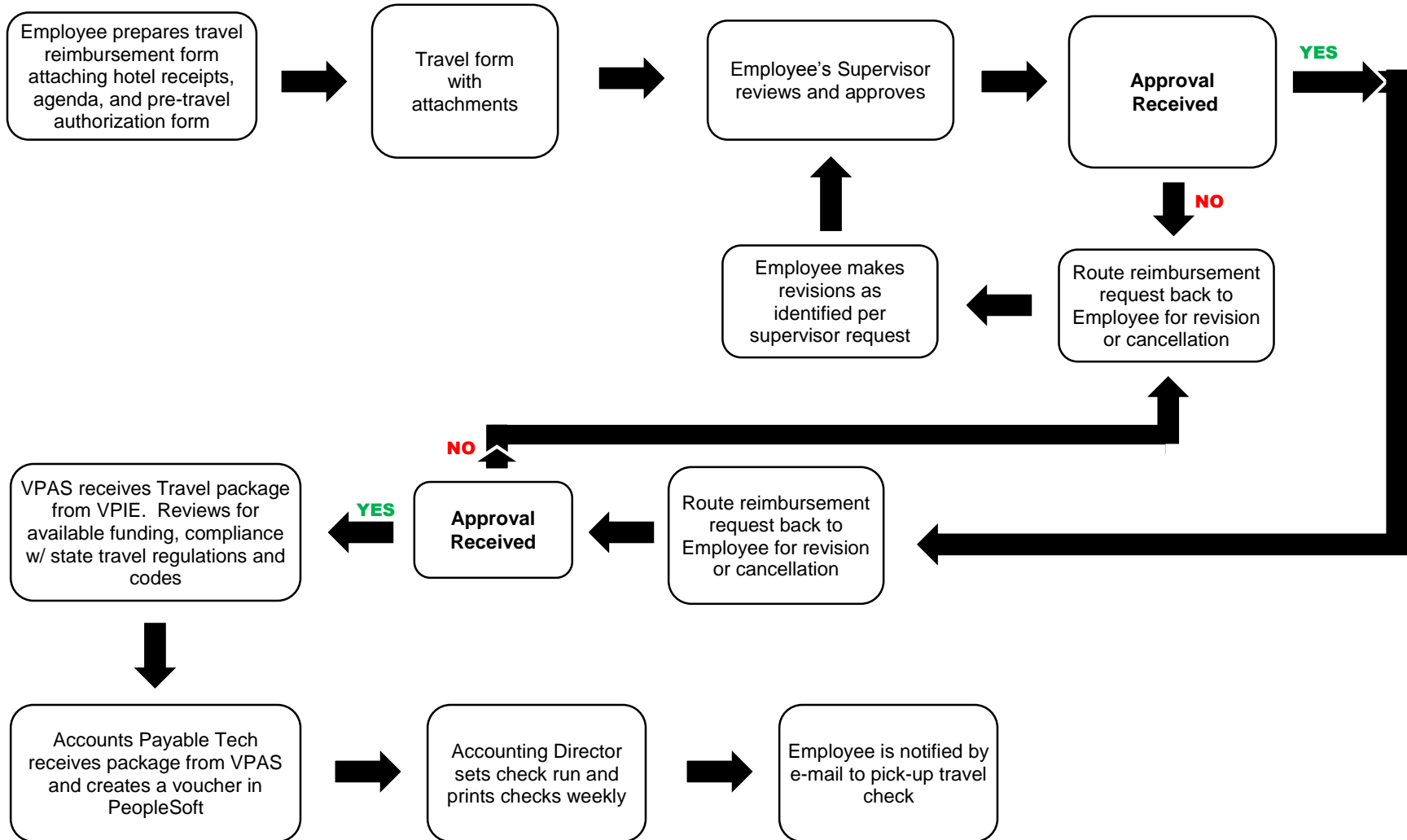
SOUTHERN REGIONAL TECHNICAL COLLEGE

PERKINS BUDGETING FLOW CHART - ACCOUNTS PAYABLE

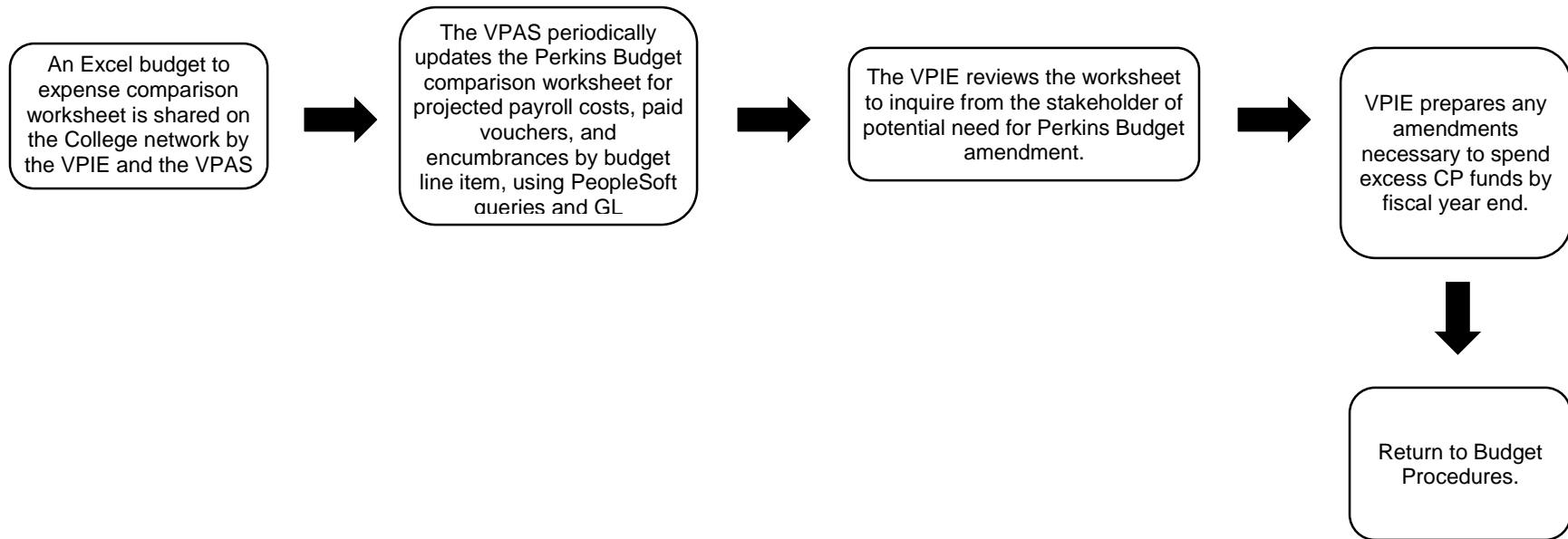


SOUTHERN REGIONAL TECHNICAL COLLEGE

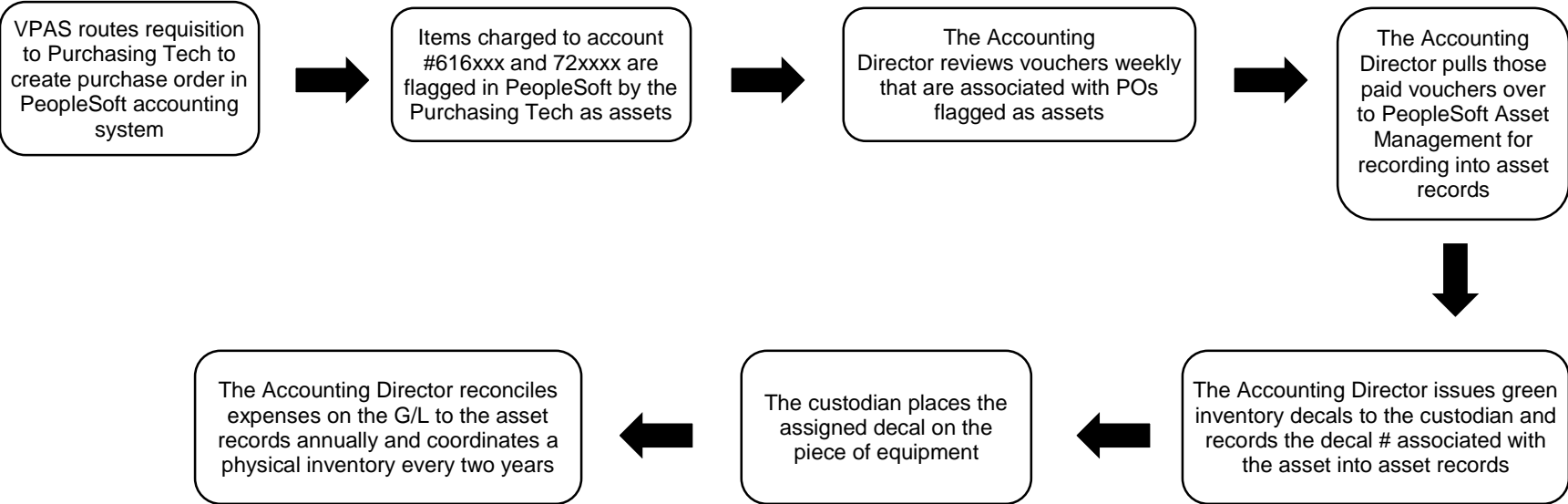
PERKINS BUDGETING FLOW CHART - ACCOUNTS PAYABLE (TRAVEL REIMBURSEMENT)



SOUTHERN REGIONAL TECHNICAL COLLEGE PERKINS BUDGETING FLOW CHART - RECONCILING



SOUTHERN REGIONAL TECHNICAL COLLEGE PERKINS BUDGETING FLOW CHART - EQUIPMENT INVENTORY



SOUTHERN REGIONAL TECHNICAL COLLEGE PERKINS BUDGETING FLOW CHART - REVENUE

