



North Dakota Department of Career and Technical Education

Hughes Educational Center – 806 N Washington St

Bismarck ND 58505 701-328-3180 www.cte.nd.gov

Fiscal Activity Schedule

(Revised June 2026)

The following information is utilized in planning, supervising and reimbursing programs. Where possible, data collection is coordinated with the North Dakota Department of Public Instruction (DPI). Failure to meet the deadlines outlined below will lead to a forfeiture of funding.

July

- 1 – New Fiscal Year
- 1 – Approved State Funded and Carl Perkins Annual Plans issued

September

- 15 – Current year master teaching schedules, course outlines and previous year industry advisory minutes and rosters due (Existing and Transferring programs)
- 15 – Current year master teaching schedules and course outlines due (new, and reinstated programs)
- 15 – Previous Year's Annual Expenditure Report due

October

- 1 – Carl Perkins Revised Budgets available
- 15 – Maintenance of Effort Data due from Postsecondary Institutions
- 15 – Carl Perkins Revised Budgets including equipment and instructional material requests due
- 31 – Perkin's revised budgets approved by NDCTE Staff

November

- 15 – NDCTE State Staff Program Quality Review Complete

December

- 31 – All program payments have been issued

February

- 1 – Deadline for equipment and instruction materials purchases (Perkins)

March

- 31 – Preliminary Funding Levels Published

April

- 1 – Carl Perkins allocations issued to schools. (If available)
- 1 – New, Reinstated and Transferring Program Requests for following school year due
- 30 – Perkins Comprehensive Local Needs Assessment needs to be completed (Even Years)
- 30 – Perkins Local Applications due (Every 4 years)
- 30 – Perkins Budgets and equipment and instructional materials due

May

- 1 – New, transferred and reinstated approvals completed by NDCTE staff
- 31 – Revised Funding Levels Published (If necessary)

June

- 1 – Carl Perkins Claims due
- 30 – NDCTE Staff Perkins Local Application review complete
- 30 – End of Fiscal Year

A preliminary payment will be made the first week of October to Area Career and Technology Centers.