



# North Dakota Department of Career and Technical Education

## Funding Policy for 2025-26 School Year

**Approved Date: June 26, 2023**

**Effective Date: July 1, 2023**

**Amended Date: May 19, 2025**

[ND State Board for CTE Board Members](#)

[ND Department of Career and Technical Education](#)

It is the policy of the North Dakota State Board for Career and Technical Education not to discriminate in its educational programs, activities, or employment policies as required by Final Regulation implementing Title IX of the 1972 Education Amendments, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973.

The Board policy does not advocate, permit, nor practice discrimination on the basis of sex, race, color, national origin, religion, age, or disability as required by various state and federal laws. Equal education opportunity is a priority of the North Dakota State Board for Career and Technical Education.

### **Purpose:**

To effectively obligate funds allocated to the Department of Career and Technical Education (CTE) as a result of the 69th Legislative Assembly to currently approved Career and Technical Education programs provided by Area Career and Technical Education Centers (CTE Centers) and High Schools, and to provide funding for transferring, new, expanding, and reinstated programs for the 2025-26 school year that meet the definition of size, scope, and quality as defined in the North Dakota Perkins V State Plan.

<b>CTE Centers</b>	A minimum of three occupational programs of career and technical education with attendance by three or more participating school districts. To receive funding, a CTE Center must have a Joint Powers Agreement (JPA), approved by the State Board for Career and Technical Education. The Governing Board, indicated in the JPA, will assume governance responsibility and hire a CTE Director, certified by the Department of Career and Technical Education.
<b>High School</b>	Must provide at least one career and technical education program to receive funding.

## Existing Programs (Previously Approved)

To be reimbursed, CTE State Program Supervisors must ensure programs meet the definition of size, scope, and quality as defined in the North Dakota Perkins V State Plan. State Program Supervisors will also review State Vision Visit results and program documentation to determine approval. Program documentation will include the following:

- 1) Current Year's Master Teacher Schedule
- 2) Current Year's Course Outlines
- 3) Previous Year's Industry Advisory Meeting Minutes (Fall and Spring Meetings.)
- 4) Previous Year's Industry Advisory Membership Roster - [Advisory Committee Member SFN 15256](#)

Program supervisors will notify the CTE Administrative Team which programs are eligible for funding.

High Schools and CTE Centers will not be funded for programs that cease to be provided. Any program that has a gap in being offered, i.e., provided in 2022-23 but not 2023-24, may apply as a reinstated program. Program reimbursement will be prorated, if courses provided are reduced but still meet program quality requirements, according to size, scope, and quality as defined in the North Dakota Perkins V State Plan and State Vision Visit results.

CTE Programs operating prior to the 2023-25 Biennium will be funded based on 2024-25 fiscal year allocation plus an increase of 3.5% if provided by a High School or 6% if provided by a CTE Center.

Programs that were approved in the 2023-25 Biennium and received the 75% or 50% new program reimbursement rate will be reimbursed 60% if provided by a CTE Center or 40% if provided by a High School based on actual expenses. Additional documentation such as contracts, travel receipts and invoices will need to be submitted.

High Schools and CTE Centers shall report to CTE annually, by September 15, how the funds were used. This will be completed utilizing the Annual Expenditure Report. A desk audit of 10% of recipients will be conducted annually.

## Transferring, New, Expanding and Reinstated Programs

### Definitions:

<b>Transferring</b>	Approved CTE program(s) transferring from a High School to a CTE Center.
<b>New</b>	CTE program(s) not previously provided by a High School or CTE Center.
<b>Expanding</b>	A CTE program that is increasing access through additional courses provided, course sections and/or staffing.
<b>Reinstated</b>	A CTE program that had a gap in providing instruction for one year or more.

High Schools and CTE Centers providing transferring, new, expanding, and reinstated programs shall apply for approval to the Department of Career and Technical Education. Once approved, transferring, new, expanding, and reinstated programs shall submit all required documentation to verify reimbursement amounts. Documentation includes receipts, teacher contracts, etc. Approved expenses are depicted as follows:

<b>CTE Center</b>	Approved salaries; fringe benefits; and supplies which may include curriculum, equipment, materials, or lease of facilities that would facilitate the delivery of the CTE program. Approved equipment as a part of the Career and Technical Education Capital Project Program is excluded from this policy.
<b>High School</b>	Approved salary and travel

- **Transferring Program Funding Rate**

Transferring CTE program(s) will be reimbursed 40% of all approved CTE program costs.

- **New Program Funding Rate**

New CTE program(s) will be reimbursed 75% of all approved costs for the first year of implementation if provided by a CTE Center or 50% for the first year of implementation if provided by a High School. The reimbursement rate will be adjusted to the State Board for Career and Technical Education approved allocation starting in 2026-27.

A sustainability plan for each program must be submitted to be an approved program.

- **Expanding Program Funding Rate**

Expanding CTE program(s) will be reimbursed 27% of salary and 30% of approved travel if provided by a High School or 40% of all approved costs if provided by a CTE Center.

- **Reinstated Program Funding Rate**

Reinstated CTE program(s) will be reimbursed 27% of salary and 30% of approved travel if provided by a High School or 40% of all approved costs if provided by a CTE Center.

## **Transferring, Expanding and Reinstated Family & Consumer Sciences, Technology & Engineering Education, and Career Development Programs**

These programs will be reimbursed as follows:

<b>Family &amp; Consumer Sciences</b>	<ul style="list-style-type: none"><li>• 19% Reimbursement on Instructional Salaries and Extended Contracts</li><li>• 30% Reimbursement on Approved Travel</li><li>• No State Reimbursement on Equipment</li><li>• Current Reimbursement is for grades 9-12 only</li></ul>
<b>Technology &amp; Engineering Education</b>	<ul style="list-style-type: none"><li>• 27% Reimbursement on Instructional Salaries and Extended Contracts<ul style="list-style-type: none"><li>○ (Engineering by Design and Project Lead the Way programs in grades 9-12 only)</li></ul></li><li>• 30% Reimbursement for Approved Travel</li><li>• 40% Reimbursement on Equipment in grades 7 and 8 only</li></ul>
<b>Career Development</b>	<ul style="list-style-type: none"><li>• 35% Reimbursement on Salaries and Extended Contracts</li><li>• 30% Reimbursement on Travel</li></ul>

This policy will expire on June 30, 2026. Reimbursement of existing, transferring, new, expanding, and reinstated CTE programs is dependent upon the availability of sufficient funds.