

CENTER FOR TRAINING EXCELLENCE FY21 GUIDANCE OVERVIEW
TEAMS CALL NOTES
THURSDAY, AUGUST 6, 2020

1. PURPOSE OF CTX

- “A portion of the OTC State Subsidy funds have been set-a-side for CTX with a goal of incentivizing OTCs to build their capacity and provide customized training and business consultation services to Ohio employers. OTCs receiving CTX funds must provide training and business consultation services. OTCs qualifying as a CTX will ideally provide business consultation services and trainings to employers for jobs and fields recognized as **emerging or in-demand**. These efforts will help Ohio’s workforce to advance their careers while meeting the needs of their employers. CTX centers should be able to demonstrate an effort to connecting students with jobs listed on Ohio’s In-Demand Jobs list or in an emerging industry.”

2. APPLYING FOR CTX IN FY21

Application Deadline – August 3 to September 3 – We plan to review and approve these plans by September 24.

3. ONCE YOU’RE READY TO SUBMIT YOU CAN SUBMIT AS A CTX OR CTX CANDIDATE:

Once you get into the application, you’ll need to make a choice: submit as CTX or as a CTX Candidate.

If the OTC submits as a CTX or CTX Candidate and is approved – The institution is automatically awarded a base amount of \$50,000.

- Previously, this amount was \$25,000, but was raised last year after we convened a committee of OTC Directors, Treasurers, and Superintendents known as the CTX Development Committee. This group agreed a higher amount would be beneficial for institutions to provide Training and Business Consultation Services, so it was raised to the \$50,000 amount.

CTX CANDIDATE – The base amount is the only available funding for the OTC.

- The CTX Candidate cannot obtain any of the additional funding from the “remaining amount of funds” that will become available after all of the base funding is allocated from the \$3M of CTX set-a-side funds. And of course, as outlined in the CTX funding formula, these “remaining amount of funds” are to be calculated and allocated based on the funding definitions for Training and Business Consultation Services.
- The CTX Candidate must ensure they can provide a dollar-for-dollar match for the \$50,000 amount.

CTX INSTITUTION – It will receive the base amount of \$50,000, but also have access to the “remaining amount of funds.” The OTC that qualifies for this status will obtain

funding based on data variables used to calculate funding for Training and Business Consultation Services. The funds are divided among all CTX institutions. The total amount of funding must also have a dollar-for-dollar match.

QUESTION:

- Regardless of our Total Amount of CTX funds, do we still have to have a dollar-for-dollar match for that total amount?
 - **THE ANSWER IS – YES!**

Whatever the total amount of funding is, you'll have to be able to provide a dollar for dollar match for these funds.

This also includes an OTCs "Unspent" FY20 funds that have carried over into FY21.

EXAMPLE:

- In FY20, OTC X received the \$65,217 dollar amount. The institution spent \$40,000 of that amount by the end of FY20, leaving a balance of \$25,217. This amount must be carried over into FY21.
- For FY21, OTC X applies and is approved, receiving the \$50,000 base amount.
- Since OTC X is a CTX Institution and not a CTX Candidate, it qualifies for the remaining amount of funds. Based on OTC X's Training and Business Consultation Services data, it receives \$30,000 from the remaining amount of CTX funds.

When we total this amount up for OTC X's expected FY21 available funding it would be:

- $\$25,217 + \$50,000 + \$30,000 = \underline{\$105,217}$.

With this total amount of \$105,217, the OTC is expected to provide a dollar-for-dollar match.

4. NEW INSTITUTION PARTICIPATING IN CTX

An OTC that qualifies as a CTX institution in FY21 and did not participate in FY20, can only receive the base amount of funding of \$50,000. Although this institution is considered a CTX institution, without the data variables needed to calculate the "remaining amount of funding," it can only qualify for the base.

5. SUBMITTING YOUR APPLICATION

When submitting your application, the OTC must add the funding amount and the match amount.

For this FY21, we are asking all CTX and CTX candidate institutions to enter the base amount of funding along with your FY20 carryover amount, if your institution has funds to carryover. This needs to include the dollar-for-dollar match. Within the budget narrative, please explain the additional carryover funds as your FY20 carryover amount.

For CTX institutions that will receive a portion of the remaining amount of funds, after we calculate your data and provide you with your additional CTX dollars, we will contact you directly asking you to modify your budget with the new totals and match amounts.

Since our reporting deadline has been extended to October 1 due to the pandemic, we will not be able to calculate the remaining amount of funds for CTX institutions until after this date. We expect to have final funding amounts at some point in mid-October.

REPORTING PORTAL IS OPEN

The CTX system is open for institutions to submit their FY20 CTX data into the system as well as the ability to FINALIZE reports for FY20. Of course, all CTX participants have until October 1 to get everything in the system, which is the deadline.

- Please make sure carryover funds for FY20 are noted within your Final Expenditure Report (FER). These same unspent funds will be the amount added to your base amount of funding when submitting your FY21 application. Please note these carryover funds in your FY21 budget narrative.

INSTITUTIONS NOT APPLYING FOR CTX IN FY21

If your OTC decides not to apply for CTX in FY21, but has unspent FY20 funds, we are still asking you to submit an FY21 application; however, we are only asking that the institution identify the unspent FY20 carryover funds with the required dollar-for-dollar match. These applications will be flagged and will not be awarded the \$50,000 base nor qualify for the remaining amount of funds. We still need to track these funds for accounting purposes and to close out the FY20 MOU, which allowed the carryover of funds into FY21.

6. CLOSING REMARKS

Please be aware that due the global pandemic and its impact on Ohio, all funding allocations are subject to change. Currently, the advice from ODHE's fiscal office is to move forward with funding schedules and activities as planned; however, all institutions should operate with an understanding of the global crisis and be prepared to adjust their funding plans as necessary.