| **CLNA – STAKEHOLDER CONSULTATION TEMPLATE** |
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| This form will be utilized by the eligible recipient to minimally demonstrate in the RFA how local stakeholders were consulted in conducting the CLNA as required in section 134. This form is a simple table that can be expanded to provide the required narrative. This form serves as an RFA summary of the process and methods used to consult and identification of the stakeholders that were consulted. Extensive documentary evidence such as meeting agendas, meeting minutes, transcripts, surveys, presentations, focus group materials, and any other form of consultation should not be submitted with the application but must be maintained locally. Extensive documentation may be requested as part of a local Perkins V monitoring and compliance review. SEC. 134. [20 U.S.C. 2354] LOCAL APPLICATION FOR CAREER AND TECHNICAL EDUCATION PROGRAMS.(d) CONSULTATION.—In conducting the comprehensive needs assessment under subsection (c), and developing the local application described in subsection (b), an eligible recipient shall involve a diverse body of stakeholders, including, at a minimum…. |
| **Stakeholder Category** | **Stakeholders Consulted by Category** | **Process and Methods** **(meetings, surveys, focus groups, etc.) of****CLNA Consultation by Category** |
| (**1) representatives of career and technical education programs in a local educational agency or educational service agency, including teachers, career guidance and academic counselors, principals and other school leaders, administrators, and specialized instructional support personnel and paraprofessionals;** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder. | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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| **(2) representatives of career and technical education programs at postsecondary educational institutions, including faculty and administrators;** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder. | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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| **(3) representatives of the State board or local workforce development boards and a range of local or regional businesses or industries;** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder. | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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| **(4) parents and students;** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder. | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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| **(5) representatives of special populations;** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder. | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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| **(6) representatives of regional or local agencies serving out-of-school youth, homeless children and youth, and at-risk youth (as defined in section 1432 of the Elementary and Secondary Education Act of 1965)** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder. | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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| **(7) representatives of Indian Tribes and Tribal organizations in the State, where applicable; and** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder (if applicable). | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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| **(8) any other stakeholders that the eligible agency may require the eligible recipient to consult. Provide response if applicable.** | Identify in narrative form the individuals, organizations, associations and other groups consulted locally for this category of stakeholder (if applicable). | Provide the following narrative Information for the RFA:* Describe the process and methods used for stakeholder consultation for this category of stakeholder.
* Provide a summary of meetings/convenings or public meetings held.
* Describe which CLNA component(s) (identified in Section 134) this category of stakeholder was consulted on.
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