# Career and Technical Education

# *Curriculum Development Grants* (93): 2025-2026

*April 2025*

# Commonwealth of Pennsylvania
Josh Shapiro, Governor

**Department of Education**
Dr. Carrie Rowe, Acting Secretary

**Office of Elementary and Secondary Education**
Amy Lena, Acting Deputy Secretary

**Bureau of Career and Technical Education**
Judd Pittman, Bureau Director

**Division of Data Analysis, Assessment & Contracts**
Monique Burton, CTE Division Chief Manager

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# I. Introduction

## A. Background

The Pennsylvania Department of Education (PDE) is focused on improving career and technical education (CTE) through increased academic rigor, increased industry relevance, enhanced postsecondary transition, and strengthened state leadership.

This grant will fund resources to address the goal of increasing academic rigor for students in CTE programs. Within this objective, the focus is on higher academic standards for all CTE programs, regardless of career field, economic conditions, or demographic characteristics. Efforts of this grant should focus on aligning career and technical education center activities with high school reform initiatives, which include an emphasis on increased academic rigor and alignment with the Pennsylvania academic standards.

## B. Purpose and Objectives

Pennsylvania students must be held to high academic standards and be equipped to enter postsecondary education and careers with the necessary technical skills and academic preparation to succeed in a global economy. To meet this need, Pennsylvania has adopted several high school reform initiatives. The Curriculum Development Grant builds on these initiatives by supporting Pennsylvania's CTE students.

The objectives of the Curriculum Development Grant include:

1. Providing college-level academic standards for all CTE programs, regardless of career field, economic conditions, or demographic characteristics.

2. Integrating CTE, regardless of program model, with the broader secondary reform effort.

3. Connecting CTE programs to business and industry needs and labor market trends; and

4. Strengthen the connection of secondary curriculum to postsecondary education.

This is a competitive grant. Applicants must have experience providing **statewide** services to Pennsylvania CTCs and high schools that hold PDE-approval of secondary career and technical education programs.

Projects supported by the Curriculum Development Grant must address one or more of the following objectives:

1. Adopt college level academic standards.

2. Adopt nationally recognized industry standards.

3. Link business and industry using local and regional labor market trends.

4. Provide professional development for CTE teachers to integrate academic standards into the CTE program.

5.  Provide professional development for academic teachers to build technical standards into academic subjects; and/or

6.  Improve the transition to postsecondary education and careers by developing articulation agreements and dual enrollment opportunities.

## C. Eligible Applicants

An eligible provider is any education nonprofit organization or educational entity that has at least three years of demonstrated effectiveness in curriculum development, research, and development of college-level standards of academic rigor for secondary CTE programs and addressing barriers for underserved populations.

Entities that are not able to provide the data needed (i.e., three years) for demonstrated effectiveness are not eligible providers and will not be able to receive grant funds.

## D. Application Procedures

1.  An applicant must complete an eGrants application for the Curriculum Development Grant at the [eGrants website](#).

2.  The applicant will use the standard narrative format found in the next section of these guidelines.

3.  Applicants who receive Curriculum Development Grant funding are required to submit a Final Performance Report on or before August 31.

# II. Standard Narrative Content

In the application, provide text descriptions for each of the following:

## A. Statement of Needs/Funding Justification

State the objectives(s) for the Curriculum Grant found in these guidelines. Describe how your application will meet the objective(s) of the grant, as well as benefit students, employers, and the community.

## B. Performance Measures and Evaluation Procedures

Describe the performance standard for each objective and the evaluation procedures you will use to measure the achievement level of each objective. This is a specific value (usually numerical) representing an acceptable level of achievement.

## C. Personnel

List by name and title all persons projected to be employed to work on this project. Provide the area of certification or credential for each of these individuals. List the personnel responsible for carrying out activities related to this project, and the number of hours that each staff person will be assigned to work on this project.

## D. Facilities

Identify, by address, the physical location of each of these individuals and where the grant funds will be used.

## E. Equity

Describe how gender bias and stereotyping will be eliminated and nontraditional enrollment/employment will be encouraged.

## F. Coordination with Other Programs/Initiatives

Provide specific examples of coordinated activities in which your educational agency is involved. Examples include such programs as CTE Teacher Preparation, Cooperative Education, Perkins V.

## G. Action Plan Describing Objectives and Activities

Action plan should include the following:

1. **Objective –** State the selected objective(s).

2. **Activities –** List the specific activities that will accomplish each stated objective. Each objective should be completed in its entirety prior to proceeding to the next objective. Note: The total funding in the action plan must equal the budget, minus any indirect costs.

# II. General Information

## A. Application Deadline

All applications must be received by 5:00 PM, Monday May 19, 2025.

## B. How to Apply

Individuals wishing to apply for Curriculum Development Grant funding are required to apply for funding through the online, Internet-based eGrants system found at the eGrants website.

The PDE Bureau of Career and Technical Education manages this state-funded program. Send correspondence concerning this funding program to:

Lynn Aul
Career and Technical Education Advisor
Phone: (717) 772-2499
Email: lyaul@pa.gov

## C. Risk Assessment

The State must evaluate the risk level of an applicant during the pre-award process and may assign specific conditions. Risk factors to consider include previous non-compliance, were any major issues corrected, are there new personnel, substantial changes in the system, new grant recipient, and results of any federal monitoring with specific conditions required.

The following questions will assist with the evaluation of the applicant's risk level for any future pre-award process:

1.  Is the Director/President new? If so, provide contact information for Director/President.

2.  Is the Business Manager new? If so, provide contact information for Business Manager.

3.  Is the Project Administrator new? If so, provide contact information for Project Administrator. Indicate number of months or years as the Project Administrator.

4.  Were there any corrective actions in the last two years? If so, provide documentation that all corrections identified in previous On-Site Compliance Reports have been completely satisfied and fully implemented. If corrections haven't been completed, provide a detailed explanation. If you have not received an on-site visit within the last five years enter "N/A."

5.  Were there any Single Audit findings in the last two years? If so, have the findings and corrective actions corrected? If not, please explain. Note: Include the finding and the year.

## D. Reason for Disqualification

Agencies that are not eligible agencies and/or are not proposing to develop or operate eligible programs or services to serve eligible clients will be disqualified.

## E. Reasons for Failure of Application to be Funded

1.  Applications with a score of less than 80 points out of 100 total points will not be funded regardless of availability of funds.

2.  Failure to submit a required final performance report from previous career and technical education grant award.

3.  Limitations of funding.

4.  Contractor is identified as not being responsible because of delinquent tax debt, bankruptcy, criminal activity, or other conditions specified in the State Contractor Responsibility Program, (see Management Directive 215.9 10/25/2010).

5.  All grant awards are contingent upon available funding.

## F. Application Review Process

Grant applications will be reviewed and scored by teams of no fewer than three individuals comprised of staff from PDE, other commonwealth agencies, and/or peer reviewers. Reviewers will use the rating format below to evaluate applications. Funding will depend upon a composite recommendation of reviewers as well as availability of funds.

| Description | Points | Score |
|---|---|---|
| Statement of Need and Funding Justification | 10 | |
| Performance Measures and Evaluation Procedures | 20 | |
| Personnel | 10 | |
| Facilities | 10 | |
| Equity | 15 | |
| Coordination with Other Programs/Initiatives | 15 | |
| Action Plan Describing Objectives and Activities | 20 | |
| **Total Score** | **100** | |

**Reviewers will use the following rubric to determine points awarded for grant applications:**

| Category | Information is Complete | Partial Information is Provided | Section is Blank |
|---|---|---|---|
| **Statement of Need and Funding Justification** | Specific, detailed, and comprehensive. Well-conceived and thoroughly developed. **(10)** | Vague and non-specific. Limited information is provided. Lacks focus and detail. **(5)** | The applicant has not provided any information for this section. **(0)** |
| **Performance Measures and Evaluation Procedures** | Specific, detailed, and comprehensive. Well-conceived and thoroughly developed. **(20)** | Vague and non-specific. Limited information is provided. Lacks focus and detail. **(10)** | The applicant has not provided any information for this section. **(0)** |
| **Personnel** | Specific, detailed, and comprehensive. Well-conceived and thoroughly developed. **(10)** | Vague and non-specific. Limited information is provided. Lacks focus and detail. **(5)** | The applicant has not provided any information for this section. **(0)** |

| Category | Information is Complete | Partial Information is Provided | Section is Blank |
|---|---|---|---|
| **Facilities** | Specific, detailed, and comprehensive. Well-conceived and thoroughly developed. **(10)** | Vague and non-specific. Limited information is provided. Lacks focus and detail. **(5)** | The applicant has not provided any information for this section. **(0)** |
| **Equity** | Specific, detailed, and comprehensive. Well-conceived and thoroughly developed. **(15)** | Vague and non-specific. Limited information is provided. Lacks focus and detail. **(7.5)** | The applicant has not provided any information for this section. **(0)** |
| **Coordination with Other Programs/ Initiatives** | Specific, detailed, and comprehensive. Well-conceived and thoroughly developed. **(15)** | Vague and non-specific. Limited information is provided. Lacks focus and detail. **(7.5)** | The applicant has not provided any information for this section. **(0)** |
| **Action Plan Describing Objectives and Activities** | Specific, detailed, and comprehensive. Well-conceived and thoroughly developed. **(20)** | Vague and non-specific. Limited information is provided. Lacks focus and detail. **(10)** | The applicant has not provided any information for this section. **(0)** |

## G. Notification of Application Approval and Formal Contract

PDE acknowledges an approvable application by sending the eligible recipient a notification via the eGrants messaging system. This notification is the interim approval pending full review and execution of the grant agreement. This notification establishes the beginning date for obligating funds for the project.

When notified via the eGrants messaging system that a project is substantially approvable, a copy of the appropriate contracting document will be available online to print and sign. The project number, as well as the total amount of funds and the beginning and ending date of the project, will appear on the grant agreement. Note: if applicable follow the directions for Electronic Signature, available when your application is substantially approved.

Otherwise, the chief school officer must sign and date the grant agreement and send it (in paper form) to PDE. Individuals authorized to sign grant agreements are as follows:

1. Career Technology Center (CTC) – Director or Superintendent of Record

2. School district – Superintendent

3. Charter school – Chief School Administrator

4. Intermediate unit – Executive Director

5. Postsecondary Institution – President or Designee

6. Any other entity – President or Vice President <u>and</u> the Secretary or Treasurer of the Board

   All prospective applicants must submit an eGrants application, completing all sections detailing justification for receiving a Curriculum Development Grant.

## H. Budget Categories for Eligible Expenditures

Curriculum related activities, as identified in the Purpose and Objectives section.

Items requested are those required to implement the activities described in the project. Each application **must** contain an itemized budget of **all** planned expenditures with dollar amounts. Reimbursable costs are limited to the **eligible expenditures** identified in each function/object.

The budget is separated into various functions and objects in accordance with the [Pennsylvania School Accounting Manual](). Not all functions/objects are allowable budget categories for career and technical education projects. See individual guidelines for allowable functions/objects. Below is a listing and explanation of the functions and objects for this grant.

### <u>Functions</u>

1. **Instruction (1000)** – Includes all activities dealing directly with the interaction between teachers or support personnel and students, including paraprofessionals, aides, or tutors who assist students. Also includes other approved mediums such as teleconferencing or distance learning.

2. **Pupil Support Services (2100)** – Activities associated with counseling students and parents, evaluating student abilities, career counseling, referral and placement assistance, and support personnel aiding with these activities.

3. **Staff Support Services (2200)** – Activities associated with assisting, supporting, and advising the instructional staff with, or on, the content and process of providing learning experiences for students. Staff in-service and curriculum development activities are listed.

4. **Other Financing Uses – Indirect Cost/Operational Cost Rate (5000)** – Used in conjunction with Object Code 900. An operational rate of 6 percent of the total budget (excluding equipment) is allowable.

The **maximum** indirect costs should be the product of the amount of direct costs (excluding equipment) and the state operational rate. (Direct Costs – Object 700) x 0.0600 = maximum allowable indirect cost amount.

1. Direct costs equal the sum of all allowable expenses in Objects and Functions.

2. Indirect cost is calculated on direct costs, excluding equipment.

3. All Budget figures must be rounded to the nearest dollar.

**Objects**

1. **Salaries – Object Code 100** – Salaries are budgeted within the function for which they are employed. Show as full-time, percentage of full-time, or for hourly rate times the number of hours, as applicable.

   a. **Instruction – Function 1000**

   - Substitute teachers who interact with students
   - Paraprofessionals, aides, and tutors assisting instructional personnel
   - Drivers for instructional field trips
   - Clerical and secretarial staff to support project-funded personnel

   b. **Student Support Services – Function 2100**

   - Guidance personnel (adhere to supplanting rules)
   - Clerical and secretarial staff to support project-funded personnel
   - Drivers for career-related field trips

   c. **Staff Support Services – Function 2200**

   - Personnel assigned to curriculum development
   - Personnel assigned to participate in staff development and in-service
   - Clerical and secretarial staff to support project-funded personnel

2. **Benefits – Object Code 200** – Benefits are charged to the same function as the salaries to which they are applicable. Benefits must be charged at the same percent as salaries (e.g., a teacher paid for 50 percent of their time would have benefits charged at 50 percent or less as well). The amount charged must be the net of offsetting revenue received from the commonwealth. Benefits do not need to be itemized – a composite rate may be used.

3. **Purchased Professional and Technical Services – Object Code 300**

   These costs are assigned to the function served. Rate (hourly, daily, etc. and number of hours/days) should be shown as part of the calculation. Copies of sub-contracts may be requested by PDE.

   Honoraria for consultants/resource persons:

   - If a contracted consultant is to provide instruction to students, the costs would appear in the Instruction Function (1000).

   - If a contracted consultant is to provide guidance, counseling, or career exploration, the costs would appear under the Pupil Support Services Function (2100).

- If a contracted consultant is to provide support to instructional staff in the form of in-service/professional development or curriculum development, the costs would appear under the Staff Support Services Function (2200).

   4. **Other Purchased Services – Object Code 500**

      a. **Student transportation –** This object is used for services of a contracted carrier. For instructional field trips, use Function 1000. For career guidance field trips, use Function 2100.

      b. **Travel –** Limited to travel within the commonwealth for staff providing instructional or supplementary services. Justification for travel must be directly tied to specific objectives and activities in the application. Costs should be on the same basis as other employees of the educational agency. Show miles and rate per mile or other calculation for total costs. If the rate per mile exceeds $0.50, a board resolution is required, if not part of a grant agreement that references a higher rate.

      c. **Communication costs –** The costs for telephone and postage are allowable for project activities only. Telephone and postage costs must be specifically accounted for and documented.

      d. **Printing and Advertising –** List anticipated item cost and total cost. Show under function for which the cost is applicable. Only advertising related to recruiting of personnel, procurement of goods or services and public relation costs for notifying the community of the activities of the program are allowable. Promotional and memorabilia or give-away items are not allowable.

   5. **Supplies – Object Code 600**

      Supplies and materials, as well as equipment costing less than $1,500 per item, are reported in Object 600 under the function for which the items are purchased.

   6. **Indirect Cost/Operational Cost Rate – Object Code 900**

      See information under Function Number 4.

      All budget figures must be rounded to the nearest dollar.

## IV.  General Administrative Provisions

### A. Period of Obligation of Funds by Eligible Recipients

PDE's Bureau of Career and Technical Education determines the beginning date and period of obligation of each project when the total application is received in substantially approvable form. PDE acknowledges the completeness of each application via notification on the eGrants system. The period during which funds may be obligated is also included in the agreement. The agreement is printed from an approved eGrants project and will have the beginning and ending dates of the project printed on the document. Obligations shall be in accordance with the following:

| If the obligation is for: | The obligation is made: |
|---|---|
| Acquisition of real or personal property | On the date that the eligible recipient makes a binding written commitment to obtain the property |
| Personal services by an employee of the eligible recipient | When the services are performed |
| Personal services by a person who is not an employee of the eligible recipient | On the date that eligible recipient makes a binding written commitment to obtain the services |
| Performance of work other than personal services | On the date that the eligible recipient makes a binding written commitment to obtain the work |
| Public utility services | When the eligible recipient receives the services |
| Travel | When the travel is taken |
| Rental of real or personal property | When the eligible recipient uses the property |

## B. Time Records

Time records must be maintained for all salaried staff spending less than 100 percent time on the project (this includes full-time educational agency staff who are working on more than one project). Time records must be reported for 100 percent of staff's time, even though only a portion is charged to the project. Failure to maintain time and effort records will result in audit citations and/or contract termination.

# V. Contracts and Subgrant Agreements

Agreements for funding between PDE and the eligible recipient are in the form of a binding agreement. This agreement will be in the form of a Standard Contract or a Subgrant Agreement, depending on the type of eligible recipient. The eGrants system will print the appropriate document. All school districts, CTC, intermediate units, and most postsecondary institutions now utilize a Grant Agreement.

Authorized signatures on agreements. The term "agreement" used below means any of the previous contract formats. If the eligible recipient is a CTC, the authorized signature shall be a director or superintendent of record.

Changes to the agreement language are not recommended. Any change will require the review and approval by PDE's Office of Chief Counsel and will cause delays in approving the agreement.

The term of the project will appear on the agreement when it is printed. The start date is determined by the date that the application was received by PDE in a substantially approvable form.

After a complete review and approval by PDE and the Comptroller's Office, an approved and fully executed agreement will be available for viewing and printing in eGrants.

## A. Funding of Projects

All projects are placed on a system of scheduled payments to provide operating funds during the period of the project. Monthly payments are determined by dividing the project amount by the number of months that the project operates. The Pennsylvania Comptroller's Office will initiate payments upon approval of the project. In the event the start of payments is delayed, the Comptroller's Office will include back payments in the initial project payment up to a maximum of four monthly payments. No scheduled payments will be issued after the end of the project period or June 30.

## B. Reconciliation of Cash on Hand Quarterly Reports (PDE-2030)

The Reconciliation of Cash on Hand Quarterly Reports are due on the 10th working day after each quarter (10th working day of October, January, April, and July). All grant recipients are required to submit their quarterly reports electronically using the FAI (Financial Accounting Information) website. Paper copies will not be accepted and will not be returned. Such reports will be considered delinquent. In order to use the FAI system, you need to first register for security clearance to use the ePDE web portal at www.education.pa.gov. Click on "MyPDESuite" in the taskbar (middle of the webpage), click on "Visit the MyPDESuite login page". Enter your username and password, click "Log In", then click on the FAI hyperlink.

Technical questions relating to the ePDE web portal should be directed to the PDE Information Technology Help Desk at (717) 783-1087 or use the "Contact Us" link in the top right corner of the login page of the eGrants website.

Technical questions relating to eGrants should be directed to the PDE Information Technology Help Desk at (717) 783-1087 or use the "Contact Us" link in the top right corner of the Login page of eGrants.

For payment related questions or assistance in completion of the quarterly report, contact Comptroller Operations by at ra-FAIECS@pa.gov.

1. The quarterly reporting will begin with the first quarter in which payments are received. For example, if the first payment is received in November, the first quarterly report is due in January. Quarters end September 29, December 29, March 31, and June 30. If all payments are received by June 30, there is no need to submit a report for this quarter.

2. Failure to submit the quarterly report on time or electronically will result in suspension of scheduled payments until the report is received.

3. Quarterly reports can also be used to request an acceleration of payments because of unusual cash needs, such as a large purchase. Use the Comments section of the report to explain the need for an accelerated payment.

## C. Revisions to Approved Projects

All revisions must follow the same procedures as your eGrants application, and no revision will be accepted until the original application is in "final approved" status.

If a revision is necessary, it must be submitted from January 15 through March 31 of each fiscal year. The eGrants system will not accept any revisions after March 31.

Edits to any Narrative Section are not permitted and will not be approved when completing a Budget Revision. After March 31, revisions for any costs in a previously unbudgeted-function or object code(s) must be entered in the Final Expenditure Report or the LEA must return funding to the State.

A project revision must be submitted under any of the following conditions:

1. Costs need to be budgeted in a previously unbudgeted function or object.

2. Changes are requested in equipment items (either new, substitutions, or quantity changes).

3. A budget revision is required to transfer funds from one or more budget functions or object categories to other functions or object categories when there is a variance in any major category of expenditure that exceeds 10 percent of the category amount in the approved budget.

For example, the grantee's approved budget for Object 100 – Salaries – is $115,785.00, with a 10 percent variance allowed of $11,578.50. The grantee has spent or encumbered $153,431.13 in Object 100. The grantee has exceeded the approved budget amount by $37,646.13, or 33 percent, and is over the 10 percent variance by $26,067.63.

Programmatic changes (changes that involve or alter the objective of the project) need prior approval, even if within the approved parameters.

## D. Final Expenditure Reports

All grant recipients are required to submit their final expenditure reports electronically using PDE's eGrants website. Paper copies will not be accepted and will not be returned. If an electronic copy of the report with an electronic signature on page one of the Final Expenditure Report (FER) is not submitted, the report will be considered delinquent. Instructions for completing the FER are available on the [PDE's website](#):

1. The FER is due no later than 60 days after the close of the project (Close of the project is June 30, FER is due August 31). Final Expenditure Reports may be submitted only after completion of project activities and payment of all obligations. All obligations must be encumbered on or before June 30. All obligations must be paid in full (on or before August 31) when the Final Expenditure Report is submitted. However, recipients should submit the Final Expenditure Report as soon as all project obligations are paid.

2. PDE's Bureau of Career and Technical Education will conduct a review of the Final Expenditure Report for completeness, accuracy, and budget compliance. Approved reports are forwarded to the Comptroller's Office for closure and final payment. Reports found to be incomplete or incorrect are returned to the recipient for further explanation or correction.

3. Costs found to be unallowable will be deducted from the total expenditures claimed and will either be subtracted from the final payment or requested as a refund. Upon receipt of notification of a disallowance, a recipient may write to Elizabeth Brennan at the address below and request reconsideration by explaining the reason for the request. Any documentation that will substantiate the recipient's request should

accompany the letter. A notification will be sent to the recipient regarding the Bureau's decision. If the recipient is dissatisfied with the response, a request for further reconsideration may be sent to Judd Pittman, Director of the Bureau of Career and Technical Education, at the address below.

4. If circumstances prevent timely submission of the report due to a large volume of information being collected, approval for an extension of time must be requested in writing to Elizabeth Brennan at the address below, or by emailing elbrennan@pa.gov. at the Bureau of Career and Technical Education. An extension will not be approved because of outstanding obligations.

5. PDE reserves the right to stop any and all payments of state and federal funds from any source due to a recipient for failure to submit the Final Expenditure Report within 60 days after the close of the project. If a recipient fails to submit a Final Expenditure Report, even after notification of delinquency, PDE may require the recipient to return all funds advanced under the project.

6. Any omissions in, or corrections to, the initial submission may be made by submitting a revised Final Expenditure Report. Revised Final Expenditure Reports must be submitted no later than four months after the original due date.

7. A check for any unused funds **must be sent to PDE** *along with* an electronically signed copy of **page one of the FER**. Make the check payable to the **Commonwealth of Pennsylvania** and mail to Mukta Sharma at the address below:

   Pennsylvania Department of Education
   Bureau of Career and Technical Education
   607 South Drive, 4th floor
   Harrisburg, PA  17120-0600

8. Questions concerning the completion of the FER should be directed to Mukta Sharma, Bureau of Career and Technical Education, at (717) 395-9294 or msharma@pa.gov

## E. Record Keeping

Each eligible recipient shall retain records of grant activities for at least six years after completion of the activity for which grant funds were used. Equipment records shall be maintained for six years after the disposition, transfer, or replacement of the equipment. In the event of an audit, the six-year records retention may be extended until the final resolution of the audit or until the end of the regular six-year period, whichever is later. The state records retention regulations are for at least six years and are found in the Pennsylvania School Code (24 P.S. §5-518).

Each eligible recipient is required to maintain adequate records to provide full disclosure of grant expenditures. Such records include purchase orders, invoices, payroll records, time and service function records in support of payroll, bid solicitations, contracts, and checks issued.

## F. Final Performance Report

An annual Final Performance Report is required to demonstrate that a self-evaluation has taken place to track progress toward achieving goals. Progress is tracked through documentation of assurances, expenditures, and narrative report.

The 2024-2025 Final Performance Report (Interim Report) must be submitted online via the eGrants system prior to final approval of a new contract for the 2025-2026 fiscal year. Paper copies will not be accepted and will not be returned. If an electronic copy of the report is not submitted, the report will be considered delinquent.

The 2024-2025 Final Performance Report must be submitted on/or before August 31, for an agency to be eligible for continued funding.

Similarly, to be eligible for future funding after approval and receipt in ensuing years, a Final Performance Report is required at the end of the 2025-2026 cycle for all grant-receiving entities in said cycle.

For information and guidance on the Final Performance report, contact:

Lynn Aul
Career and Technical Education Advisor
Phone: (717) 772-2499
Email: lyaul@pa.gov