



# Special Education Consolidated Grant Application Pointers

## Contacts



-  At least two contacts should be added to this page.

## SC5003 – Formula Grants Consolidated Schedule



Part 1: Equitable Access and Participation

-  It is recommended that at least one barrier should be described for Students.


## GS2100 – Applicant Information


-  **Congressional District Number, DUNS Number.** A valid congressional district number and DUNS number must be entered. This will pre-populate if TEA has the information available.
-  **Contact Information.** Two contacts should be listed. These contacts should be knowledgeable about the grant application and able to respond to negotiations when called by a TEA staff member.


## PS3502 – Private Nonprofit Schools Participation

-  **Part 4: Proportionate Share Calculation for IDEA-B Formula Funds.** Everything is pre-populated in this section except 4B and 4C.
  - For 4B, the total number of eligible children (determined to be children with disabilities) aged 3 through 21 in Public Schools on the last day specified in the application must be entered.
  - For 4C, the total number of parentally placed eligible children (determined to be children with disabilities) aged 3 through 21 in Private Schools on the last day specified in the application must be entered.
  - The number of eligible children aged 3 through 21 in public schools with disabilities (4B) should be greater than the number in private schools (4C).
-  **Part 5: Proportionate Share Calculation for IDEA-B Preschool Funds.** Everything is pre-populated in this section except 5B and 5C.
  - For 5B, the total number of eligible children (determined to be children with disabilities) aged 3-5 in Public Schools on the last day specified in the application must be entered.
  - For 5C, the total number of parentally placed eligible children (determined to be children with disabilities) aged 3-5 in Private Schools on the last day specified in the application must be entered.


- The number of eligible children aged 3 through 5 in public schools with disabilities (5B) should be greater than or equal to the number in private schools (5C).

 **Part 4/5:** The number of public school students with disabilities 3-21 (4B) must be greater than the number of public school students with disabilities age 3-5 (5B).


 **Part 4/5:** The number of private school students with disabilities 3-21 (4C) must be greater than or equal to the number of private school students with disabilities age 3-5 (5C).

 **Part 7 Services:**


- A description of how the LEA determines which private school students receive services must be entered. The process used to make that determination must be included.


 **Part 8: Documentation of the Consultation Process.** If the 2<sup>nd</sup> button is selected, “Representatives of participating private schools did not provide written affirmation to the LEA within a reasonable period of time,” then documentation of the attempts made to obtain written affirmation must be attached. The attachment must describe the attempts the LEA made to obtain written affirmation from those representatives that had consultation, but did not provide written affirmation that they attended.

## ***BS6006 – Program Budget Summary and Support***

 **Part 2 (8911 Operating Transfers Out. (Schoolwide programs only)).** If funds are placed in Operating Transfers Out, Part 12: 8911 Schoolwide Programs must be completed.

- Under # of SPED Students, the number of special education students in the schoolwide program, instead of the total number of students enrolled in school must be entered.
- The Description of How Students with Disabilities Will Benefit from funded activities must be related to supplemental instruction and/or the student’s Individual Education Plan (IEP) implementation.

 **Part 2 (Total Amount Allocated to CEIS).** If funds are reserved for CEIS, the total amount reserved in Part 2 must be greater than or equal to the total amount reflected in the class/object codes in Parts 5-10.

 **Part 3 (6100 Payroll Costs).** If positions are placed under “Other”, the description must be SPED related and/or allowable for the fund source.

- Part 3 (6100 Payroll Costs).** If CEIS positions are placed under “Other” the following must be included:
  - “CEIS” must be listed in the title.
  - The description of responsibilities must be related to struggling, nondisabled students.
  - The radio button next to “CEIS Funded?”, must be selected.
  - CEIS funds must be budgeted in the BS6016 Part 2 and in the BS6006 Part 2.
  
- Part 4 (6100 Substitute, Extra-Duty, Benefits).** If Line 1 “For Schoolwide Personnel Not Coded 8911” is selected, Part 12: 8911 Schoolwide Programs must be completed as specified above.
  
- Part 5 (6200 Professional and Contracted Services).** If funds are reserved for 6269 Rental or Lease of Buildings, Space in Buildings, or Land, the purpose must be reasonable and necessary and related to providing special education to student with disabilities.
  
- Part 5 (6200 Professional and Contracted Services).** If funds are reserved in Line 5 Direct Services/Related Services, the services must be related to SPED and allowable, reasonable, and necessary for the operation of the program.
  
- Part 5 (6200 Professional and Contracted Services).** If funds are reserved in Line 5 Direct Services/Related Services or Line 17 Other for RDSPD Tuition, class/object code (6299) should only be used if the LEA is a non-member of the RDSPD SSA. If the LEA is a member of the RDSPD SSA, the funds should be reserved in Remaining 6400 That Does Not Require Specific Approval.
  
- Part 5 (6200 Professional and Contracted Services).** If CEIS funds are reserved in Line 16 CEIS Contracted Services, then CEIS funds must be budgeted on the BS6016 Part 2 and in the BS6006 Part 2.
  
- Part 6 (6300 Supplies and Materials).** If CEIS funds are reserved in supplies and materials, CEIS funds must be budgeted on the BS6016 Part 2 and in the BS6006 Part 2.
  
- Part 7 (6400 Other Operating Costs).** If funds are budgeted for 6412 Travel for Students to Conferences, the description must be related to special education and allowable for the fund source.
  
- Part 7 (6400 Other Operating Costs).** 6413 Stipends for Non-employees. Description must be related to special education and allowable for the fund source.
  
- Part 8 (6500 Debt Service).** If leasing a portable building, Part 11: Justification for Purchase or Lease of Portable Building must be completed. The portable building must meet the goals and objectives of the grant.



#### **Part 10 (6600 Capital Outlay)**

- If purchasing a vehicle, other than an adapted bus, the seating capacity must be 10 or fewer passengers including the driver.
- If purchasing playground equipment, the equipment must be adaptive to meet unique needs of students with disabilities.
- If purchasing a portable building, Part 11 Justification for Purchase or Lease of a Portable Building must be completed.
- If CEIS funds are reserved in Capital Outlay, CEIS funds must be budgeted on the BS6016 Part 2 and in the BS6006 Part 2.



**All budgeted costs, in each class object code, must be allowable, reasonable, and necessary to accomplish the objectives of the project.**

### ***BS6016 – Fiscal Compliance Requirements***



#### **Part 1 LEA MOE (Maintenance of Effort) for Eligibility and MOE Reduction, Line 5**

If the third box is selected, and an amount is listed under MOE Voluntary Reduction Amount, the following criteria must be met:

- The LEA must have had an increase in their IDEA-B Formula amount when comparing the previous year to the current year.
- The LEA must be designated as “meets requirements” on the Texas Academic Performance Report.
- The LEA must not show “significant disproportionality” (as reported in ISAM).



#### **Part 2 Coordinated Early Intervening Services (CEIS) Requirements**

If CEIS funds are reserved on the BS6006 Program Budget Summary, funds must also be reserved for CEIS on the BS6016 Part 2.