



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
State Superintendent of Education

September 15, 2021

Alabama
State Board
of Education

MEMORANDUM

Governor Kay Ivey
President

TO: City and County Superintendents of Education

Jackie Zeigler
District I

FROM: Eric G. Mackey *E.G.M.*
State Superintendent of Education

Tracie West
District II

RE: Fiscal Year (FY) 2022 Special Education Services, State Appropriated Financial Assistance Application- Pursuant to Education Trust Fund (ETF) Appropriations Bill - Act No. 2021-342

Stephanie Bell
District III

The Alabama State Department of Education (ALSDE), Special Education Services (SES) Section, is pleased to announce the opportunity for local education agencies (LEAs) to receive additional funding through three Special Education state appropriated funds for FY2022. The funding options and fund sources are as follows:

Yvette M. Richardson, Ed.D.
District IV
Vice President

1. Special Education Catastrophic Fund (SECF)-Fund Source Code 2240
2. High Needs Special Education Fund (HNSEF)-Fund Source Code 2241
3. Special Education Licensed Interpreters and Deaf/Hard of Hearing Teachers Fund (SELI/DHOHTF)-Fund Source Code 1255

Tonya S. Chestnut, Ed.D.
District V

Cynthia McCarty, Ph.D.
District VI

These funds are made available with the purpose of assisting LEAs in covering the direct special education instructional costs of providing a free and appropriate public education (FAPE) to children with disabilities that would create a catastrophic fiscal impact on the LEA; and in providing Special Education Licensed Interpreters and Deaf/Hard of Hearing Teachers. A catastrophic need may arise when special education and related services are provided for a particular child or group of children whose needs are unduly expensive, extraordinary, and beyond the routine and reasonable special education and related services provided by the LEA.

Belinda McRae
District VII

Wayne Reynolds, Ed.D.
District VIII
President Pro Tem

Eric G. Mackey, Ed.D.
Secretary and
Executive Officer

Any city or county school system in the state of Alabama that has enrolled a child with a disability determined eligible for special education and related services under existing federal and state law, can submit a grant application to the ALSDE for financial assistance. The LEA may apply to receive funds by submitting an LEA application that includes all options in which the LEA would like to apply for funding, along with all required documentation (e.g., Individualized Education Program [IEP], and the *Notice of Eligibility Decision Regarding Special Education Services*) to the following email address speced@alsde.edu.

City and County Superintendents of Education
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The application submission window is currently open and will remain open until all funds have been awarded or May 31, 2022, whichever occurs first. For an LEA application to be considered in the current month, the application must be submitted by the 5th day of each month (note: if the 5th occurs on a weekend or holiday, applications are due on the next business day after the weekend or holiday). These funds are awarded for school year (SY) 2021-2022 and are available from October 1, 2021, through September 30, 2022. All funds awarded must be expended by September 30, 2022, and are not automatically awarded in subsequent years.

If you have questions or would like additional clarification, please contact an ALSDE, SES Regional Fiscal Representative at (334) 694-4782 or via email at spiced@alsde.edu.

EGM/ER/BJ

Attachment

cc: Directors and Coordinators of Special Education
Chief School Financial Officers
Mrs. Angela Martin
Mr. Andy Craig
Mrs. Shanthia Washington
Mr. Barry Kachelhofer
Dr. DaLee Chambers
Mrs. Erika Richburg

FY21-2115

**Special Education Services Application for
State Appropriated Financial Assistance
(Pursuant to Education Trust Fund (ETF) Appropriations Act No. 2021-342 FY 2022)
State Funding**

Local Education Agency Application: School Year 2021-2022

State-appropriated financial assistance is available to any county or city school system in the state of Alabama that has enrolled an exceptional child with disabilities determined eligible for special education and related services under existing federal and state law, may make a grant application to the State Superintendent of Education for financial assistance. Financial assistance is available when the special education and related services for that particular child (or group of children) are unduly expensive, extraordinary and/or beyond the routine and reasonable education and services provided.

For Fiscal Year (FY) 2022, there are three state-appropriated Special Education Services financial assistance funding options:

1. Special Education Catastrophic Fund (SECF), Fund Source 2240
2. High Needs Special Education Fund (HNSEF), Fund Source 2241
3. Special Education Licensed Interpreters and Deaf/Hard of Hearing Teachers Fund (SELI/DHOHTF), Fund Source 1255

An LEA who applies for state-appropriated financial assistance should complete a separate application for each option requested, that includes all required documentation.

Please note that receiving a grant award funded through state funds, may have an impact on the federal local education agency (LEA), *Individuals with Disabilities Education Act (IDEA) Maintenance of Effort (MOE) requirement.*

The following information **must** be attached and submitted with **all** applications that are in support of an application for a specific student:

- Current Individualized Education Program (IEP)
- Current *Notice of Eligibility Decision Regarding Special Education Services*
- Other Supporting Documentation

The application submission window is currently open and will remain open until all funds have been awarded or May 31, 2022, whichever occurs first. For an LEA application to be considered in the current month, the application must be submitted by the 5th day of the month (note: if the 5th occurs on a weekend or holiday, applications are due on the next business day after the weekend or holiday). All applications must be emailed to: speced@alsde.edu. These funds are awarded for School Year (SY) 2021-2022 and are available from October 1, 2021, through September 30, 2022. All funds awarded must be expended by September 30, 2022, and are not automatically awarded in subsequent years.

**Special Education Services Application for
State Appropriated Financial Assistance
(Pursuant to Education Trust Fund (ETF) Appropriations Act No. 2021-342 FY22)
State Funding**

Option 1: Special Education Catastrophic Fund (SECF) (Pursuant to *Alabama Administrative Code* 290-080-092)
The purpose of the SECF grant option is to support public schools in providing special education and related services to a child and/or youth with a disability ages 3-21, in catastrophic cases (e.g., residential or day treatment, costly specialized therapy, contracted services, specialized equipment). The SECF option will be funded based on consideration of the following criteria:

- a) Grants are awarded specifically to children and youth with disabilities determined eligible for special education and related services under existing federal and Alabama state laws, rules, regulations, and policies governing special education.
- b) Applicant(s) will not be limited to a first come, first serve basis, but rather recommendation shall be based upon the catastrophic case presented in the application(s).
- c) First priority is given to an applicant who is a previous grantee and who continues to meet criteria; Second priority is given to an applicant who meets the criteria.
- d) The quality of information included in the completed application and the student's IEP and Eligibility Report are a primary factor.
- e) All awarded grants must provide a means for assessing the impact of the grant award.
- f) The State Superintendent has waived the 25% match for local boards of education for the Catastrophic Trust Fund awarded by the Alabama State Department of Education pursuant to *the Alabama Administrative Code* 290-080-092.09 (1) (b).

Option 2: High Needs Special Education Fund (HNSEF)

The purpose of the HNSEF grant option is to support public schools in providing special education and related services to a group of children and/or youth with disabilities ages 3-21 or special education program (e.g., sensory classroom, behavior intervention program, special education related professional development). The HNSEF option will be funded based on consideration of the following criteria:

- a) Grants are awarded specifically to children and youth with disabilities determined eligible for special education and related services under existing federal and Alabama state laws, rules, regulations and policies governing special education.
- b) Applicant(s) will not be limited to a first-come, first-served basis, but rather recommendation shall be based upon the high needs case presented in the application(s).
- c) First priority is given to an applicant who is a previous grantee and who continues to meet criteria; second priority is given to an applicant who meets the criteria.
- d) The quality of information included in the completed application is a primary factor.
- e) All awarded grants must provide a means for assessing the impact of the grant award.

Option 3: Special Education Licensed Interpreters and/or Deaf/Hard of Hearing Teachers Fund (SELI/DHOHTF)

The purpose of the SELI/DHOHTF is to provide funding for at least one licensed sign language interpreter for each LEA based on need and/or deaf/hard of hearing (HOH) teachers. Priority will be given to LEAs with deaf/HOH teachers needing a licensed sign language interpreter. The SELI/DHOHTF option will be funded based on consideration of the criteria below. The LEA:

- a) Has a deaf, hard-of-hearing teacher in need of a licensed sign language interpreter.
- b) Is in need of licensed sign language interpreter(s) and/or deaf/hard of hearing teacher(s) for a child or youth 21 years of age, inclusive, with a current IEP specifying the predetermined criteria.

**Special Education Services Application for
State Appropriated Financial Assistance
(Pursuant to Education Trust Fund (ETF) Appropriations Act No. 2021-342 FY22)
State Funding**

LEA: _____

Select one option. The LEAs may choose to complete multiple applications (i.e., multiple applications for Options 1 and 2, as appropriate and up to one application for Option 3).

Each application shall be submitted for the fiscal year ending September 30, 2022.

- | | | |
|--|---|--|
| <input type="checkbox"/> <u>Option 1</u>
Special Education
Catastrophic Fund
(SECF) | <input type="checkbox"/> <u>Option 2</u>
High Needs Special
Education Fund
(HNSEF) | <input type="checkbox"/> <u>Option 3</u>
Special Education
Licensed Interpreters
and/or Deaf/Hard of
Hearing Teachers
Fund
(SELI/DHOHTF) |
|--|---|--|

The subject matter of this application:

- | | | |
|--|--|--|
| <input type="checkbox"/> Previously funded | <input type="checkbox"/> Previously submitted, but
not funded | <input type="checkbox"/> New application |
|--|--|--|

SECTION 1: LEA APPLICANT INFORMATION

School Year 2021-2022

Local Education Agency: _____

LEA Code: _____

LEA Mailing Address: _____

Superintendent: _____

Special Education Coordinator: _____

Email Address: _____

Telephone Number: _____

Chief School Financial Officer: _____

Email Address: _____

Signature of Superintendent	Date
Signature of Special Education Coordinator	Date
Signature of Chief School Financial Officer	Date

SECTION 2: STUDENT INFORMATION
(To be completed for Options 1 & 2 ONLY)

A. Provide the following information if the application is on behalf of an individual student.

School Year: **2021-2022**

LEA: _____

Name of Student: _____

State Student ID: _____

Primary Area of Disability: _____ Secondary Area of Disability: _____

Date of Birth: _____

Name of School: _____

School Mailing Address: _____

B. Provide the following information if the application is for a group of two or more students or an initiative.

Name of Group or Initiative:
(Behavioral Intervention, Self-Contained Classroom Support, etc.) _____

Number of Students in Group: _____

Name and Level of School(s): _____

SECTION 3: STATEMENT OF NEED

In the space below, explain the problem that will be addressed through the application. Include a detailed statement of the types of service(s) needed and the facts and circumstances of the situation.

For Option 3 Only: Describe the need for an interpreter(s) and/or deaf/hard of hearing teacher(s) by listing the number of staff for this area (currently employed and/or needed) and/or the number of students meeting the designated criteria. When complete, skip to Section 4: Budget Information and complete that section.

SECTION 4: STATEMENT OF FINANCIAL NEED
(To be completed for Options 1 & 2 ONLY)

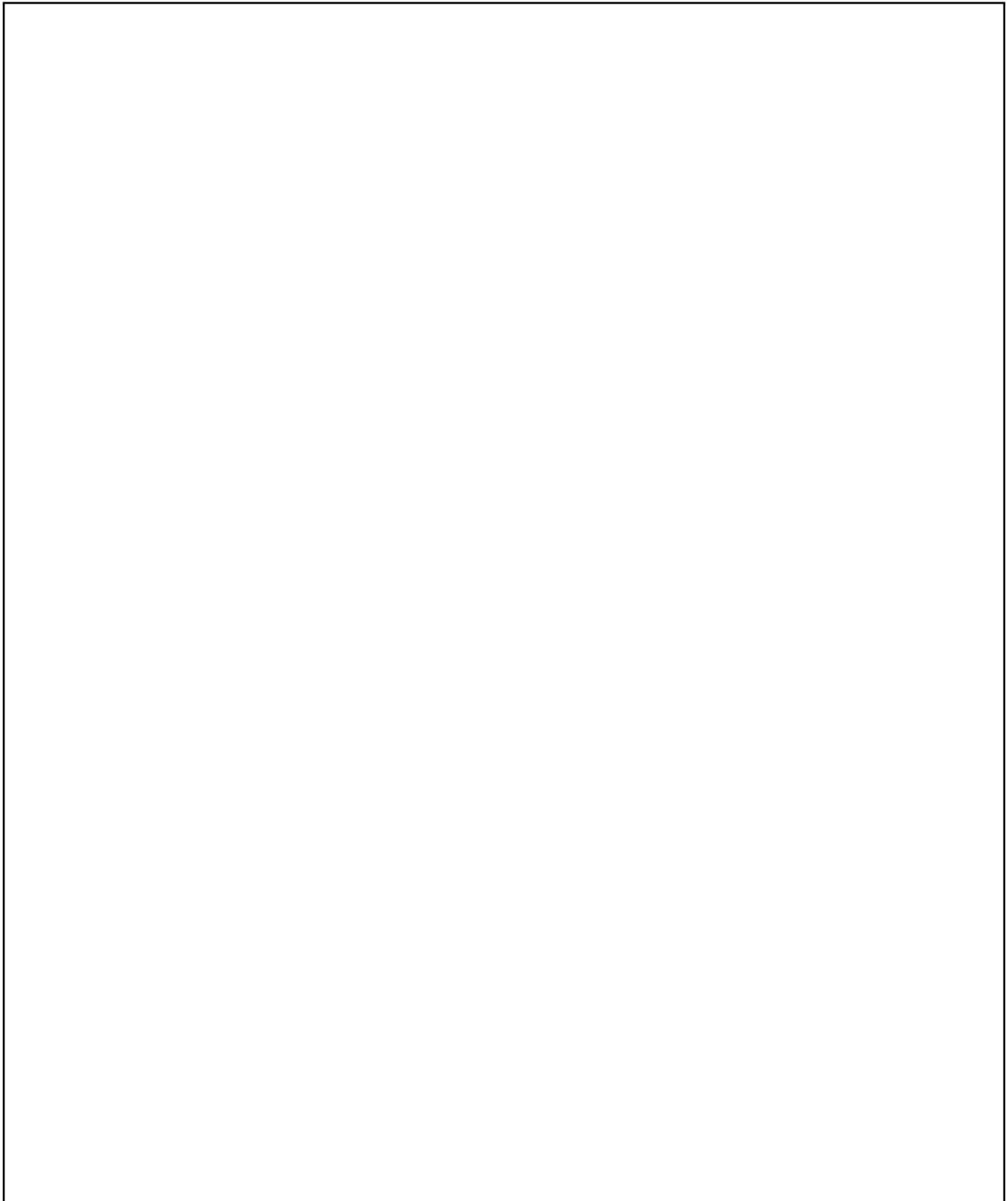
Provide the following information in relation to the fiscal year ending September 30, 2022.

1. Provide a detailed statement of the type of service(s) needed and the expected cost of each service.

2. Provide a detailed statement of the financial impact on the special education program of the local education agency if such services were funded solely by the local education agency.

[Empty response box for financial impact statement]

3. Provide a detailed statement showing each anticipated source of funds (including local) for the proposed expenditures in this application by the local education agency special education program. (For Option 2, this shall include the amount needed to provide the required local match for high needs funds, if applicable.)

A large, empty rectangular box with a thin black border, intended for the applicant to provide a detailed statement of anticipated funding sources as requested in the question above. The box is currently blank.

4. Provide a detailed statement of the financial impact on the entire local education agency if this grant is not approved.

[Empty response box for financial impact statement]

SECTION 5: BUDGET INFORMATION

Provide a detailed proposed budget, including the proposed budget amount(s), account code(s), and a brief description of expenditure(s) for the **total amount of the requested funding** indicated in this funding option. Local prorated amounts when applicable, should be used for the proposed expenditures where services provided are for multiple students.

Brief Description of Expenditures	Account Codes	Amount
	Total	

For ALSDE use ONLY

Date Received: _____

Application Number: _____

Recommended for Funding: Yes No

Amount Recommended for funding: \$ _____

Approved: _____

Not Approved: _____

Award #: _____

Amount Awarded: \$ _____