



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



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

September 7, 2022

**MEMORANDUM**

**TO:** City and County Superintendents of Education

**FROM:** Eric G. Mackey *EGM*  
State Superintendent of Education

**RE:** Fiscal Year (FY) 2023 Special Education Services Application for Alabama High-Cost Fund (ALHCF)

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 support through the FY2023 Alabama High-Cost Fund (ALHCF). The ALHCF funding is made available from ten percent (10%) of the *Individuals with Disabilities Education Act*, (IDEA) P.L. 108-446, IDEA, Part B, CFDA 84.027A, state-level activities under 34 CFR 300.704 (b)(1).

The ALHCF is intended to provide funding support for the LEAs in the provision of direct special education and related services for children who are classified as a child with high needs (i.e., unduly expensive, extraordinary, and beyond the routine and reasonable special education and related services provided by the LEA) and whose cost exceeds \$32,211.00, which is three times the average per-pupil amount for FY2023.

These funds are awarded for FY2023 and are available from October 1, 2022, through September 30, 2023. Applications for supplemental funds must be submitted and approved prior to expenditures. All funds awarded must be expended by September 30, 2023, and are not automatically awarded in subsequent years.

For consideration in the award allocation of these funds, it is imperative that the LEAs comply with all application requirements. An LEA may apply to receive FY2023 Alabama High-Cost funds by completing and submitting an electronic application [here](#).

The application window is currently open and will follow the tentative timeline of submission dates listed below:

- |  |
|--|
| <ul style="list-style-type: none"> <li>September 23, 2022</li> <li>October 31, 2022</li> </ul> |
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of Education

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City and County Superintendents of Education  
Page 2  
September 7, 2022

If you have questions or need clarification, please contact the ALSDE, SES, by email at [speced@alsde.edu](mailto:speced@alsde.edu) or by telephone at 334-694-4782.

EGM/JB/RS

Attachment

cc: Directors and Coordinators of Special Education  
Chief School Financial Officers  
Mrs. Angela Martin  
Dr. Brandon T. Payne  
Mrs. Shanthia Washington  
Mr. Barry Kachelhofer  
Mr. Brady Vaughn  
Mr. Gary Watson  
Dr. DaLee Chambers  
Mrs. Erika Richburg  
Mrs. Jennifer Burt

**FY22-2087**

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# Special Education Services Application for Financial Assistance ALABAMA HIGH-COST FUND (ALHCF) Federal Funding

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## Federal Supplemental Funds: Fiscal Year (FY2023)

Federal appropriated financial assistance funding for FY2023 is made available under the *Individuals with Disabilities Education Act* (IDEA) Part B, Section 611, Entitlement Grant P.L. 108-446, CFDA 84.173 A funds. The Alabama State Department of Education (ALSDE), Special Education Services (SES) Section, reserved ten percent of the IDEA, Part B, allocation for other state-level activities pursuant to the regulations under 34 CFR 300.704 (b)(1). The ALHCF, fund source 3213, is intended to provide additional funding for local education agencies (LEAs) in the provision of direct special education and related services to high-needs children with disabilities by reducing the financial impact associated with providing direct special education and related services for high-cost children with disabilities.

### Definition of a High-Needs Child with a Disability:

“A child with high needs, is a child with a disability as classified under IDEA and receives special education and related services identified in an Individualized Education Program (IEP) that exceeds the typical needs of a child with a disability, thus creating a financial impact on the LEA. When the costs to provide a free and appropriate public education (FAPE) to a child with a disability exceeds three times the average per-pupil expenditure, an LEA may request a ALHCF grant. Only costs identified in the student’s IEP and that are associated with providing direct special education and related services to the student are considered in determining whether a student is a high-needs child.”

### ALHCF Eligibility Criteria for Applying:

- The LEA has a Special Education LEA Determination Status of “Meets Requirements” for School Year (SY) 2020-2021, Federal Fiscal Year (FFY) 2020.
- The LEA has a student that meets the definition of a high-needs student, enrolled within the LEA requesting funds and receives special education and related educational services from that LEA.
- The student is 3-21 years of age inclusive and has a current Individualized Education Program (IEP) and Eligibility report.
- The LEA has documentation to support funding and services needed.
- For FY2023, the LEA has documentation to support costs for the student that exceed \$32,211.00, which is three times the average per pupil expenditure.
- The LEA has a current approved electronic Grant Application Process (eGAP) application for IDEA, Part B/Preschool funding.
- The LEA did not lapse IDEA, Part B, Funds during the previous fiscal year.
- The LEA did not carry forward 30 percent or more of its FY 2021 IDEA, Part B, formula funds.
- All awarded grants must provide a means for assessing the impact of the grant award.

An LEA may choose to complete multiple student applications as appropriate for the fiscal year ending September 30, 2023. The following information **must** be included with **all** applications that are submitted:

- Required signatures on the application indicate assurance that the expenditures related to this student exceed the cost of three times the average per pupil amount (i.e., the costs exceed \$32,211.00).
- Proposed budget.
- Detailed explanation of the financial need and catastrophic impact on the LEA.

For consideration in the award allocation of these funds, it is imperative that the LEAs comply with all application requirements. These funds are for the SY 2022-2023 and available from October 1, 2022, through September 30, 2023.

The application window is currently open and will follow the tentative timeline of submission dates listed below:

<b>Application Submission Deadlines (Electronic Submission Date By)</b>
<ul style="list-style-type: none"><li>• September 23, 2022</li><li>• October 31, 2022</li></ul>

(Note: additional application submission dates may be added if funds remain after each submission deadline).

If you have questions or need clarification, please contact the Alabama State Department of Education (ALSDE), Special Education Services (SES) Section, by email at [speced@alsde.edu](mailto:speced@alsde.edu) or by telephone at 334-694-4782.

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**Special Education Services Application for Financial Assistance**  
**ALABAMA HIGH-COST FUND (ALHCF)**  
**Federal Funding**

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SECTION 1: LEA APPLICANT INFORMATION

School Year: 2022-2023

**Local Education Agency:** \_\_\_\_\_

LEA Code: \_\_\_\_\_

LEA Mailing Address: \_\_\_\_\_

\_\_\_\_\_

**Superintendent:** \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Special Education Coordinator:** \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**Chief Financial Officer:** \_\_\_\_\_

Email Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

\_\_\_\_\_  
Signature of Superintendent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Special Education Coordinator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Chief School Financial Officer

\_\_\_\_\_  
Date

## SECTION 2: STUDENT INFORMATION

An LEA may choose to complete multiple student applications as appropriate for the fiscal year ending September 30, 2023.

Name of Student: \_\_\_\_\_

State Student ID: \_\_\_\_\_

Disability Area: \_\_\_\_\_

Secondary Issues: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Name of School: \_\_\_\_\_

School Mailing Address: \_\_\_\_\_

\_\_\_\_\_

The subject matter of this application:

Previously funded

Previously submitted,  
but not funded

New application

### SECTION 3: STATEMENT OF NEED

In the space below, explain the problem that will be addressed through the application funding. Provide specific details for the unique characteristics of the student determined to be “high-needs” (include developmental, cognitive, social emotional, and medical factors).

**SECTION 4: STATEMENT OF FINANCIAL NEED**

1. Provide the following information in relation to the fiscal year ending September 30, 2022. Provide a detailed statement of the Individualized Education Program (IEP) services developed for the student and the expected cost of each service. Detailed statement should include all evaluations/consultations and services provided in the IEP.



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 special education program of the local education agency.

[Empty box for providing a detailed statement showing each anticipated source of funds (including local) for the proposed expenditures in this application by special education program of the local education agency.]

# Budget Information

## 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**

LEA: \_\_\_\_\_

Date Received: \_\_\_\_\_

Application Number: \_\_\_\_\_

Recommended for Funding: Yes  No

Amount Recommended for Funding: \$ \_\_\_\_\_

Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

Award #: \_\_\_\_\_

Amount Awarded: \$ \_\_\_\_\_