



STATE OF ALABAMA  
DEPARTMENT OF EDUCATION



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

May 6, 2025

**MEMORANDUM**

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

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

**RE:** Update: Fiscal Year (FY) 2025 Special Education Services Application for Special Initiatives

The Alabama State Department of Education (ALSDE), Special Education Services (SES) Section, is pleased to announce an update to the Special Initiatives application memorandum sent January 29, 2025 (See attachment).

**Current Fiscal Year (FY) 2025 Options Still Open**

Local education agencies (LEAs) are eligible to receive additional funding support for the following options **through June 30, 2025, as long as funds remain available:**

Option 1, Project SEARCH Support, Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)

Option 2, Temporary Special Education Certificate (TSEC), Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)

Option 4, Parent Training and Counseling Support, Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)

Option 5, School Improvement Training Support (By Invitation Only), Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)

**Preschool Innovative Projects Option Added for FY 2025**

Transition Outcome-Oriented Projects, Option 3, is now closed and is being replaced by the following option:

Option 6, Preschool Innovative Projects, Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B Preschool – Section 619, CFDA 84.173A.

**Preschool Innovative Projects**

The Preschool Innovative Projects Grant will support innovative approaches to satisfying school needs by creating a flexible funding pool that encourages transformative and sustainable ideas to increase access to high-quality, inclusive special education and related services for preschool-aged students with disabilities. Approved grants may be fully or partially funded. Several factors will determine the size of the awards: review of submitted applications, potential project scope, projected implementation costs, available funds, and likelihood of positive impact. Multiple awards are expected, with most in the \$50,000.00-\$100,000.00 range. No more than one project per LEA will be funded. These grants can be utilized for materials, supplies, equipment, technology, assistive technology, recruitment/retention, personnel development, and professional development. These preschool grants cannot be used to pay salaries or contract special education or related services, as these are time-limited funds.

Gift cards, food, and promotional items are not allowable costs under any of the grants.

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Secretary and  
Executive Officer

Any public school system in Alabama that has enrolled a child with a disability and is determined eligible for special education and related services under existing federal and state law may submit a grant application (see attached) to the ALSDE for financial assistance to support these special initiatives.

LEAs must comply with all application requirements to be considered for the award allocation of these funds. An LEA may apply to receive FY 2025 funds for special initiatives by completing and submitting an electronic application.

**A separate application is required for each option.** Awards will be made in rounds based on the following deadlines for submitting applications:

<b>Application Submission Deadlines (Electronic Submission Date By)</b>
<b>Application Deadlines for Rounds 3 and 4 of Special Initiatives Awards:</b> <ul style="list-style-type: none"><li>• May 30, 2025</li><li>• June 30, 2025</li></ul>

Submit an electronic application by May 30, 2025, for Round 3 eligibility. Subject to remaining funds, Round 4 applications are due by June 30, 2025.

These funds are awarded for FY 2025 and are available immediately after approved submissions through September 30, 2025, with the official effective date designated upon award. Applications for supplemental funds must be submitted and approved before expenditures. Upon receipt of a signed, itemized claim with supporting documentation, reimbursement to the LEA will be made. All funds awarded must be expended by September 30, 2025, and are not automatically awarded in subsequent years.

LEAs must comply with all application requirements to be considered for the award allocation of these funds. An LEA may apply to receive FY 2025 funds for special initiatives by completing and submitting an electronic application [here](#).

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

EGM/DC/SWR

Attachment

cc: City and County Special Education Coordinators  
City and County Chief School Financial Officers  
Mrs. Angela Martin  
Mr. Arthur Watts, Jr.  
Mrs. Shanthia Washington  
Dr. DaLee Chambers  
Mrs. Erika Richburg  
Mrs. Patrice Harvill  
Mrs. Tiffany Moore  
Mrs. Elizabeth Greene

FY25-2045

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# Special Education Services Application

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## Special Initiatives: Fiscal Year (FY) 2025

Financial assistance is available to any public school system in Alabama that has enrolled an exceptional child with disabilities and is determined eligible for special education and related services under the *Individuals with Disabilities Education Act* (IDEA). Local Education Agencies (LEAs) may submit grant applications to the Alabama State Department of Education (ALSDE) for financial assistance for Special Initiatives.

For FY 2025, there are six special initiatives for financial assistance options:

1. Project SEARCH Support, Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)
2. Temporary Special Education Certificate (TSEC), Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)
3. Transition Outcome-Oriented Projects, Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services) **CLOSED**
4. Parent Training and Counseling Support, Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)
5. School Improvement Training Support (By Invitation Only), Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B-Section 611, CFDA 84.027A (Other Student Support Services)
6. Preschool Innovative Projects, Fund Source 3290, *Individuals with Disabilities Education Act* (IDEA) Part B Preschool – Section 619, CFDA 84.173A. **NEW**

For consideration in the award allocation of these funds, the LEA must follow all application requirements.

These funds are awarded for FY 2025 and are available immediately after approved submissions through September 30, 2025, with the official effective date designated upon award. Applications for special initiatives must be submitted and approved before expenditures. All funds awarded must be expended by September 30, 2025, and are not automatically awarded in subsequent years.

Gift cards, food, and promotional items are not allowable costs under any of the grants.

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

Application Submission Deadlines (Electronic Submission Date By)
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<b>Application Deadlines for Rounds 3 and 4 of Special Initiatives Awards:</b>
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- |  |
|--|
| <ul style="list-style-type: none"><li>• May 30, 2025</li><li>• June 30, 2025</li></ul> |
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## Option 1: Project SEARCH Support

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The ALSDE accepts applications from LEAs to cover reimbursement for Project SEARCH licensing fees (currently \$18,000.00) up to \$30,000.00 for materials and supplies or training expenses, including travel, for start-up programs. Project SEARCH programs being renewed are eligible for reimbursement for the renewal licensing fees (currently \$385.00) and up to \$15,000.00 for materials and supplies or training expenses, including travel. ([Project SEARCH Frequently Asked Questions](#))

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## Option 2: Temporary Special Education Certificate (TSEC)

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The ALSDE, SES, is committed to supporting, increasing, and retaining individuals working through the TSEC alternative approach and will provide participant fees to support the completion of six professional learning sessions per teacher at a rate of \$600.00 per completed session and \$1,400.00 for passing the required Praxis (currently *Special Education Foundational Knowledge*), not exceeding \$5,000.00 per participant to LEAs interested in participating in this opportunity. The TSEC teachers can only be reimbursed once per completed module and once for passing the required Praxis. The district is responsible for verifying completion of requirements before payment to the TSEC teacher.

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## Option 3: Transition Outcome-Oriented Projects **CLOSED**

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Grant applications up to \$25,000.00 per project will be accepted from LEAs for initiatives that seek to improve transition outcomes. These grants can be used for materials (e.g., evidence-based transition curriculum), supplies, equipment (less than \$5,000.00 per piece of equipment, e.g., items needed to set up a work-based enterprise), local transition team costs, technology, assistive technology, recruitment/retention, personnel development, and professional development. These transition grants cannot be used to pay salaries or contract special education or related services, as they are time-limited funds. No more than two projects per LEA will be funded.

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## Option 4: Parent Training and Support

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The parent counseling and training supported by these funds will assist parents in understanding their child's special needs, provide them with information about child development, and/or help them acquire the necessary skills to support the implementation of their child's IEP. Grant applications up to \$20,000.00 per project will be accepted from LEAs for parent training and counseling support, with the option to reapply after expending all or most of a previous grant award if funds remain available.

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## Option 5: School Improvement Training Support (By Invitation Only)

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The training support available includes registration costs, participant fees, substitute teacher reimbursement, in-state travel, and per diem according to state rules and regulations. The participant fees are for personnel not on contract during summer training and implementation planning meetings up to \$200.00 per day (or equivalent to Board policy, whichever is less) and employer's benefits and/or substitute teacher reimbursement and benefits for training sessions and implementation planning meetings up to \$150.00 per day (or equivalent to Board policy, whichever is less). Each training support opportunity is by invitation only and will include specific days for which LEAs can apply. (By Invitation Only)

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## **Option 6: Preschool Innovative Projects**

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The Preschool Innovative Projects Grant will support innovative approaches to satisfying school needs by creating a flexible funding pool that encourages transformative and sustainable ideas to increase access to high-quality, inclusive special education and related services for preschool-aged students with disabilities. Approved grants may be fully or partially funded. Several factors will determine the size of the awards: review of submitted applications, potential project scope, projected implementation costs, available funds, and likelihood of positive impact. Multiple awards are expected, with most in the \$50,000.00-\$100,000.00 range. No more than one project per LEA will be funded. These grants can be utilized for materials, supplies, equipment, technology, assistive technology, recruitment/retention, personnel development, and professional development. These preschool grants cannot be used to pay salaries or contract special education or related services, as these are time-limited funds.

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## Special Initiatives: Fiscal Year (FY) 2025

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The LEA may choose to complete multiple applications for each option. Under Option 2, LEAs are eligible for up to two awards. Each application shall be submitted for the fiscal year of September 30, 2025.

Select **one option** per application:

- Option 1: Project SEARCH Support**
- Option 2: Temporary Special Education Teacher Certificate (TSEC)**
- Option 3: Transition Outcome-Oriented Projects** **CLOSED**
- Option 4: Parent Training and Counseling Support**
- Option 5: School Improvement Training Support (By Invitation Only)**
- Option 6: Preschool Innovative Projects** **NEW**

The subject matter of this application (please select):

\_\_\_\_\_ Previously funded      \_\_\_\_\_ Previously submitted, but not funded      \_\_\_\_\_ New application

Indicate Previous Grant Number: \_\_\_\_\_

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## Special Education Services Application for Special Initiatives

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### SECTION 1: LEA APPLICANT INFORMATION

**School Year:** 2024-2025

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

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

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

\_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

## Project SEARCH Support

### SECTION 2: PROGRAM REQUIREMENTS CHECKLIST & PLAN FOR IMPLEMENTATION

1. Complete the Program Requirements Checklist.
2. Complete the Plan for Implementation.
3. Complete the Budget Information (Section 3).

It is ideal to have one year for the planning team to work together for a successful implementation. The process of planning and implementation takes about nine months. Project SEARCH programs follow the local school calendar and begin operation in late August, so a planning team should start meeting by January of the year they want to begin. It is suggested that you identify a Steering/Planning Team that meets at least monthly. All partner organizations should be represented (especially the host business once committed). The team may include a young adult with a disability, a family member, a disability agency, and other community members such as the Workforce Investment Board, University Center for Excellence, etc.

Please complete the checklist and submit it with the Project SEARCH Application for License Funding.

<b>Project SEARCH Program Requirements</b>	
<b>Program Partners:</b>	
	<b>Education:</b> Local school district, career technical school, educational service center, and/or collaboration of neighboring school districts.
	<b>Vocational Rehabilitation:</b> The local counselor and the area supervisor, if possible.
	<b>Community Rehabilitation Partner (CRP) provides</b> skills training and job development. In states where the skills trainer is hired directly by vocational rehabilitation (VR), this agency is not required unless it is a long-term support agency.
	<b>State or County Developmental Disabilities (DD) Agency, Managed Care Agency, or Mental Health Provider:</b> Long-term follow-along services.
	<b>Host Business:</b> The planning process can begin before a host business is identified, but it should include it as soon as it is secured.
	<b>Workforce Investment Board/Workforce Innovation and Opportunity Act (WIOA):</b> Agencies in your community.
	<b>Representation:</b> A disability advocacy organization for families.
	Complete the Project SEARCH licensing agreement and contract for on-site technical assistance. For more information, contact the Project SEARCH business office at <a href="mailto:ProjectSEARCHbusinessoffice@cchmc.org">ProjectSEARCHbusinessoffice@cchmc.org</a> .
	Develop a work plan for program planning and implementation.
	Evidence that all local partners (proposed host business leaders and managers) have been educated with an in-depth program overview. This includes the following: <ul style="list-style-type: none"> <li>• Assist with the development of high-quality internship sites at the selected business and offer disability awareness/education for the staff who will be involved in the internships and other aspects of the Project SEARCH program.</li> <li>• Provide learning about other components of the Project SEARCH model, including student intern recruitment and selection, employability skills curriculum, creation of the Business Advisory Committee, and development of an employment search process.</li> <li>• Deliver Project SEARCH trainings that assist with implementing a successful Project SEARCH site, such as Teaching and Training for Success and Aspirational Job Development.</li> </ul> Provide additional individualized training depending on the host business site's and partners' needs.
	Project SEARCH Application for support funding submitted to the ALSDE, SES.



## PLAN FOR IMPLEMENTATION

In the space below, explain the plan for implementing a Project SEARCH program, including any barriers to successful implementation.

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## Temporary Special Education Certificate (TSEC)

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### SECTION 2:

The number of TSEC teachers to receive participant fees: \_\_\_\_\_

	Name of Teacher	ALSDE ID Number
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\*Attach additional pages with additional names if necessary.

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## Transition Outcome/Preschool Innovative/Parent Training/School Improvement

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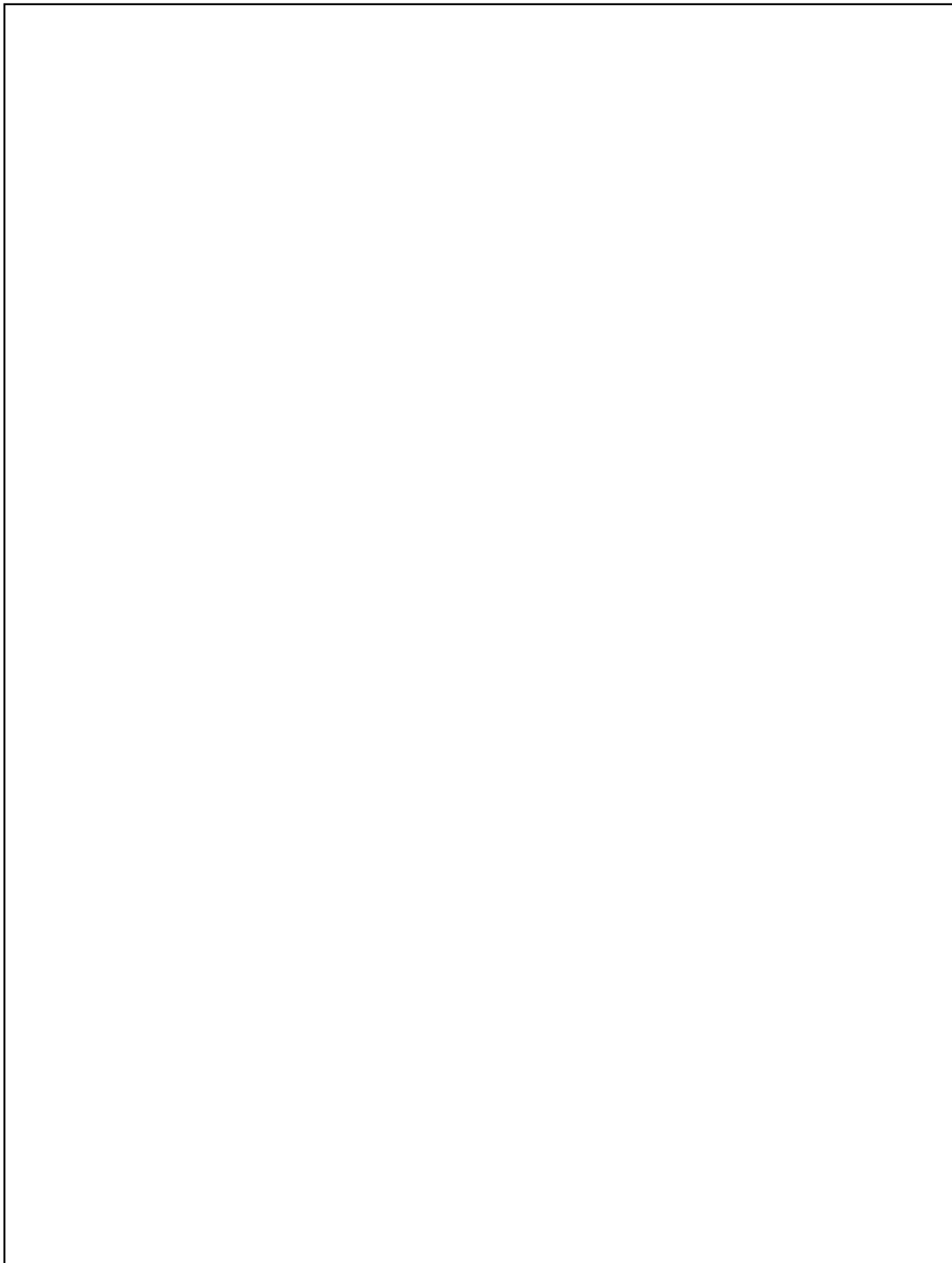
### SECTION 2:

1. In the spaces below, describe the proposed project.
2. Complete the Budget Information (Section 3).

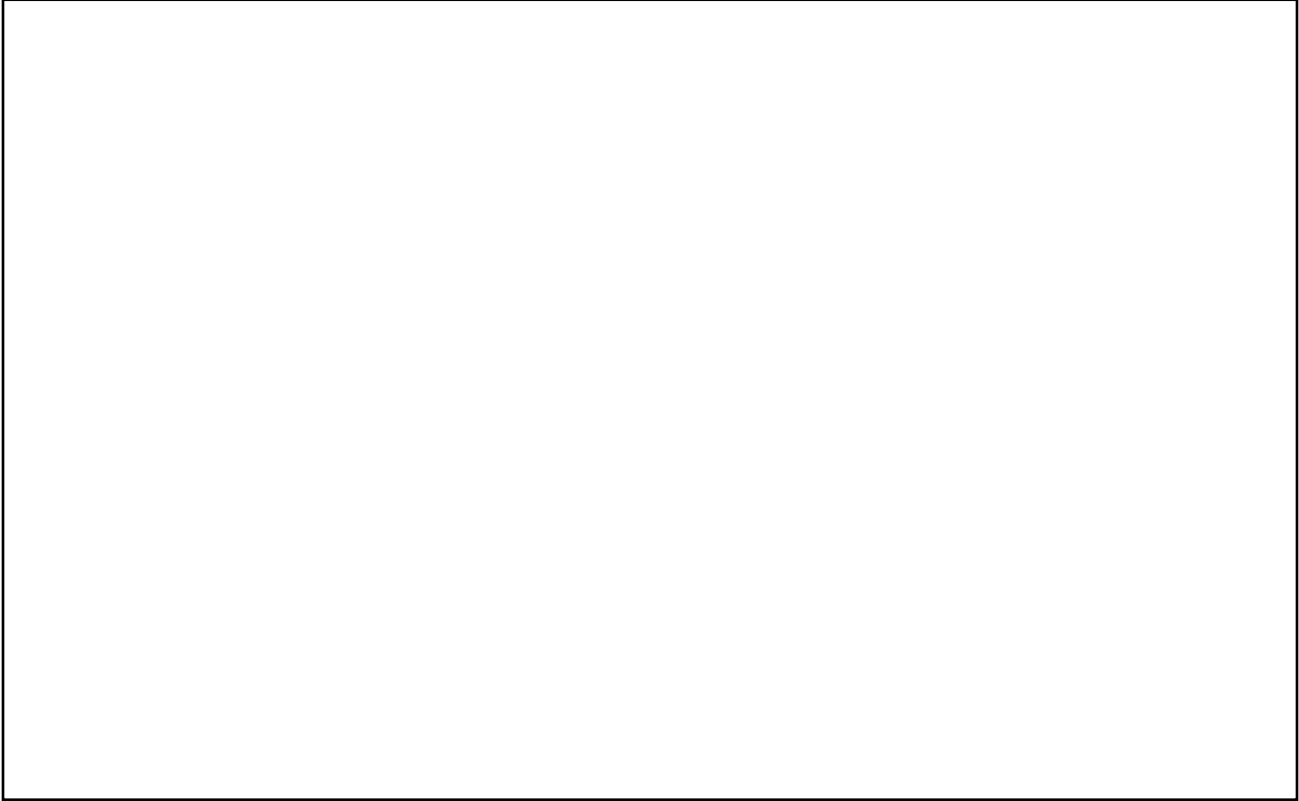
Executive Summary:

Proposed timeframe for implementation:

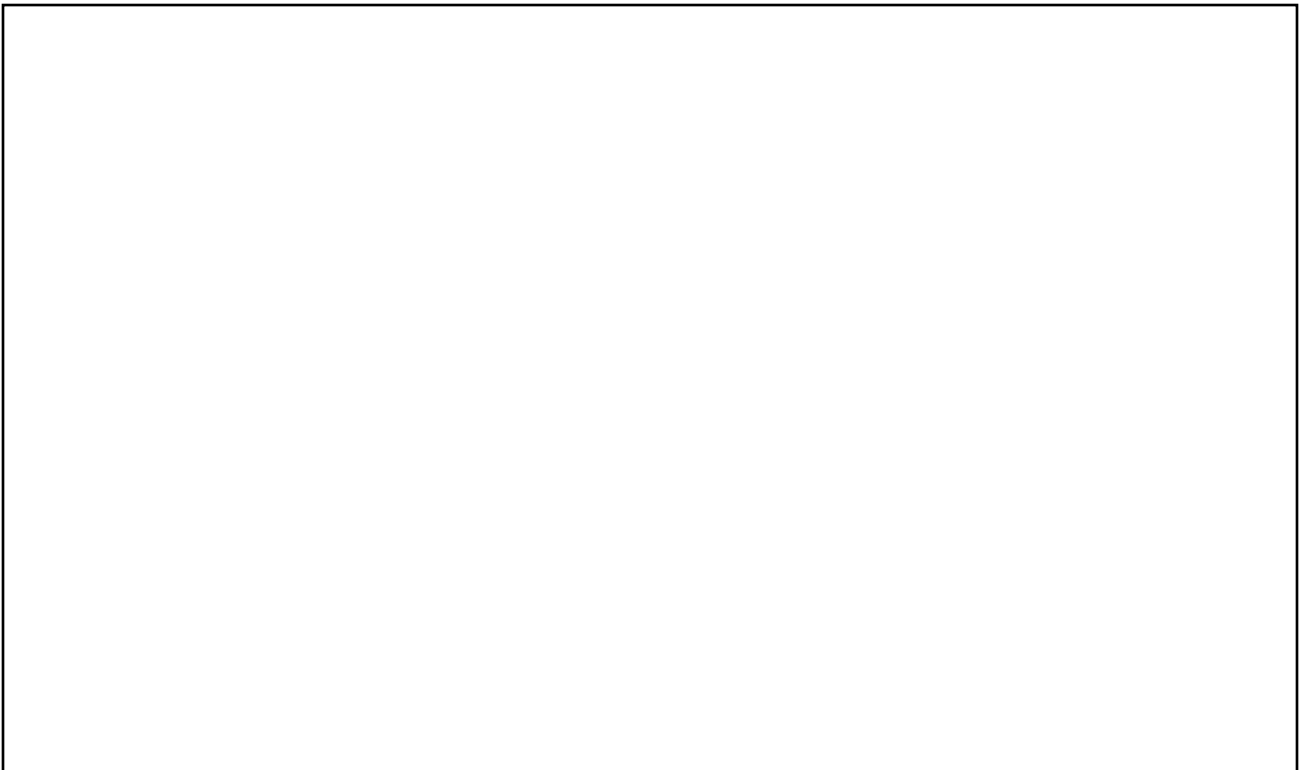
Detailed description of the scope and plan for implementation of the proposed project:

A large, empty rectangular box with a thin black border, occupying most of the page. It is intended for a detailed description of the project's scope and implementation plan.

How the project is expected to affect children with disabilities favorably:



How any expected progress or success resulting from the project will be measured at the completion of the project:



## Budget Information

### SECTION 3: BUDGET INFORMATION - REQUIRED FOR OPTIONS 1, 3, 4, 5, & 6

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

Gift cards, food, and promotional items are not allowable costs under any of the grants.

Description of Expenditure	Account Code	Proposed Budget Amount
	Total	\$