

IDEA Part B

Grants 201

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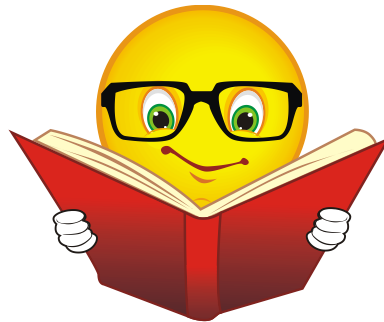
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IDEA Programs

- Flow-Through - supplemental funds to ensure that all children ages 3-21 with disabilities receive a free appropriate public education
- Preschool - supplemental funds for a comprehensive special education program for children ages 3-5 with disabilities
- Discretionary - leadership grants for improving special education services in Illinois

Purpose

- To **supplement** state, local and other federal funds; not to **supplant** those funds
- To pay **excess costs** of special education



Important terms

Recent Guidance Regarding **Supplanting** as related to IDEA Part B:

"If the LEA maintains (or exceeds) its level of local, or state and local, expenditures for special education and related services from year to year, either in total or per capita, then the Part B funds are in fact, supplementing those local, or state and local, expenditures and the LEA has met its MOE and supplement /not supplant requirements."

Another term...

Maintenance of Effort (MOE):

Spending the same (or greater) amount of money from local funds to support special education than the previous year.



Exceptions to MOE

1. Through normal attrition, qualified lower-salaried staff replace higher-salaried staff
2. Decrease in enrollment of children with disabilities
3. Termination of an obligation to a particular child that is exceptionally costly
4. Termination of costly expenditures

The 50% Rule

(Treatment of Federal Funds in Certain Fiscal Years)

"An LEA may treat as local funds up to 50% of the amount of funds it is eligible to receive...from that appropriation that exceeds the amount from funds appropriated for the previous fiscal year that the LEA was eligible to receive"

**Due to ARRA, many districts used this option in FY 10 and must use FY 10 grant documentation to explain decreases in MOE reported in the FY 12 grant application.*

LEA Determination

§308.608 State Enforcement: If an SEA determines that an LEA is not meeting the requirements of Part B of the Act, including the targets in the State's performance plan, the SEA must prohibit the LEA from reducing the LEA's Maintenance of effort...

Another Term...

Excess cost requirement:

Prevents an LEA from using Part B funds to pay all of the cost directly attributable to the education of a child with a disability

Grant Cycle

- March/April - preliminary allocations
- May/June - grant applications available
- Due date: Grant applications must be submitted on or before July 1 for a July 1 start date
- July 1 through June 30 - State fiscal year

Grant Cycle

- May to August - applications reviewed in the order received
- Fall - Allocations are finalized and carryover funds are released after final expenditures complete
- Oct., Jan., Apr., June - Quarterly reports are due
- Amendments - as needed, but no later than 30 days before the end of the grant period

eGrant Application Tips

- To start a grant application for the new fiscal year, click "Yes"
- Save early, save often
- If no "save" button, make sure the application is not locked.
- Turn off your pop-up blocker

Cooperative Grant

- The Cooperative is the Administrative Agent (AA)
- The AA is responsible for all funds
- The AA must allocate funds to member districts (green zero on budget allocation page)
- Member District applications are not officially submitted to ISBE until the Coop app is submitted

Use of Funds

- OMB Circular A-87 list "typical expenses":
 - Compensation of employees for the time devoted and identified specifically to the performance of those awards.
 - Cost of materials acquired, consumed, or expended specifically for the purpose of those awards.
 - Equipment and other approved capital expenditures.
 - Travel expenses incurred specifically to carry out the award.
 - This Circular also includes a list of 40 allowable and unallowable expenses.

Use of funds

- Grant booklet available at http://www.isbe.net/spec-ed/html/idea_part-b.htm
- “Items properly chargeable to the operation of the grant” on pages 6, 7 & 8
- Early intervening services in grant booklet page 9
- Accounting guidance in grant booklet in Appendix B

Prior Approval

- Construction or alteration of facilities
- Out-of-state travel
- Purchase of equipment that costs more than \$5,000



Costs not permitted

- Private Tuition
- Matching funds
- Debt reduction
- Attorney's fees
- Other expenditures not directly related to grant activities

Staff Development

- Set aside a minimum of 5% of the total budget for staff development
- Budget these funds in function 2210
- Based upon staff development plan on file at the local level

Proportionate Share

- Funds are to provide services to students with disabilities in non-public schools.
- Budget these funds in function 3000
- Calculated for each district and available at <http://www.isbe.net/funding/html/specialed.htm>

CEIS

- Coordinated Early Intervening Services
- ISBE must report when these funds are used and how they are used
- ISBE must collect and report student data

Grant Management

- IDEA Part B Grant Program Information booklet
- IDEA Grant information on ISBE Website:
http://www.isbe.net/spec-ed/html/idea_part-b.htm
- State Grant Information:
http://www.isbe.net/funding/html/general_grant_info.htm
- Federal Grant Information (EDGAR):
<http://www.ed.gov/policy/fund/reg/edgarReg/edlite-table.html>

Reimbursement

- Monthly payment schedules will be eliminated from paper and electronic Federal grant applications.
- Payments will be made as LEAs submit expenditure reports through the Electronic Expenditure Reporting System in IWAS.
- Cumulative (i.e. year-to-date expenditure reports) must reflect expenditures on a cash basis. In other words, expenses are recognized when cash is actually paid.

Reimbursement (cont.)

LEAs will not be allowed to submit outstanding obligations except on the completion report submitted at the end of the project year (e.g. June 30, Aug. 31, etc.).

The current 90 day liquidation period is still in effect to report the payment of outstanding obligations. Actual payments will be distributed based on cumulative, cash basis expenditures reported in the 90 day liquidation period.

To Avoid Problems

- Know the rules (IDEA and OMB circulars)
- Record keeping and office procedures are important
- Use the Financial Reimbursement Information System (FRIS)
- Cooperatives should check often on member-district grant activity

Grant troubles

(that became audit findings)

- Inadequate financial records
- No internal controls to support financial reports
- No inventory of equipment
- Inadequate monitoring of subgrants
- Salaries are not properly tracked
- Grant funds are not segregated and restricted
- No supervisory review of expenditure reports

Details Matter

- Auditors are looking more closely at details
- Supplies and materials totaling more than \$1,000 must be itemized
- Capital outlay (equipment over \$500) include how many to be purchased @ cost per unit
- If you don't know the details, don't include it in the grant

Assurances

It has come to our attention that not everyone reads the assurances before they are signed!



Help Desk for technology assistance

- 📌 ISBE Call Center is the first point of contact
- 📌 (217) 558-3600 or helpdesk@isbe.net
- 📌 Call Center staff will:
 - Perform password resets for IWAS (Self-help preferred)
 - Observe webpage performance (Consulting Status)
 - Bypassing pop-up blocker (to view the Checklist - hold down Ctrl key and click Review Checklist button)
 - Forward Program or Fiscal questions to appropriate division

HELP! (for program assistance)

- ✦ **Special Education Services (IDEA Questions)**
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- ✦ **Funding & Disbursement Services (FRIS/Expenditure Questions)**
 - Sharon Conrath - sconrath@isbe.net