



STATE OF NEW HAMPSHIRE
**American Recovery
and Reinvestment Act**



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Bureau of Special Education FY'09 Memo #42

Date: April 29, 2009

To: Superintendents of Schools
Special Education Director

From: Office of the Commissioner of Education

Division of Instruction
Bureau of Special Education

Re: Template ~ IDEA Recovery Funds Application

The New Hampshire Department of Education (NHDOE) is offering guidance regarding the application for the IDEA Recovery Funds. The Bureau of Special Education is providing Local Education Agencies (LEAs) with a Template and Instructions for the IDEA Recovery Funds Application. The NHDOE is providing you with a template as we are in the process of developing a web-based application for the IDEA Recovery Funds. Please keep in mind that the NHDoE will be providing you with a separate account number for the IDEA Recovery Funds.

The intent of providing you with a template is to present you with the format for requesting the IDEA Recovery Funds in order to begin the application process. If you choose to complete the template, you can cut and paste the activities, function and object codes, performance measurement, and desired outcome into the web-based IDEA Recovery Funds application when available. The NHDOE will provide a numbered memo regarding how to access the web-based application on or before May 15, 2009.

Once the web-based application is approved by the NHDOE, the Superintendent and Special Education Director will receive an e-mail giving the authorization for obligation and expenditures. As in the past, once the application is received the NHDOE will consider the application substantially correct and the start date will reflect the date received by the NHDOE.

There will not be a Form 1 or Form 2 budget page used for the IDEA Recovery Funds and the web-based application will populate the budget information for the IDEA Recovery Funds. Through the monthly report, the NHDOE will provide LEAs with the format for the monthly report. The NHDoE will reimburse the LEA for those expenditures that occurred during that time period. This will be a direct deposit to the LEA account.