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Bureau of Special Education FY'09 Memo #43

Date: April 30, 2009

To: Superintendent of Schools
Special Education Directors

From: Office of the Commissioner

Division of Instruction
Bureau of Special Education

Re: Annual Request for Federal Special Education Funds Fiscal Year 2010

Enclosed are the application and the instructions for the Annual Request for Federal Special Education Funds for Fiscal Year 2010. We would *encourage* you to use the instructions side-by-side with the application as you complete it.

Submit the original and two copies of your application to:

Tamela Dalrymple
New Hampshire Department of Education
ATTN: Application for Special Education Funding
101 Pleasant Street
Concord, NH 03301-3860

We are asking that you submit your application three (3) weeks prior to the requested start date in order to allow us time to complete an initial review of your application and provide you with information concerning any necessary changes. In timing the submission of your request for federal special education funds, please keep in mind the following:

- Project Start and End Dates should be the anticipated dates services will be provided with federal special education funds. The start date cannot be earlier than the date the request is received at the Department of Education and in no case can it be earlier than the start of the fiscal year, July 1st.

- If you choose to use the funds for a summer program, a June 5, 2009 submission will allow us to review the application and provide you with confirmation that your activities are allowable and will be approved once all assurances have been met.

When figuring the Coordinated Early Intervening Services (CEIS) for 2009-2010, please remember to calculate the total FY'10 entitlement funds for both Part B and Preschool, plus the IDEA Recovery Funds for both Part B and Preschool. When figuring the parentally placed proration for 2009-2010, please remember to calculate the total FY'10 entitlement funds for only Part B, plus the IDEA Recovery Funds for only Part B.

We understand that the process of requesting your federal special education funds is both time consuming and labor intensive for your staff. We appreciate your efforts in ensuring that the request(s) for funds submitted by your district(s) are in compliance with federal requirements. If your school district has a finding that has not been corrected within one year of identification, the New Hampshire Department of Education (NHDOE) may direct the school district to utilize these funds to correct the identified areas of non-compliance. The NHDOE will notify the school district, in writing, if the NHDOE is directing funds to correct the identified area(s) of non-compliance. If you have any questions regarding the process of applying for federal special education funds for Fiscal Year 2010, please contact the Bureau of Special Education at 271-3741.

ST:BJR
Enclosures
Application
Instructions