



Frank Edelblut
Commissioner

Christine M. Brennan
Deputy Commissioner

STATE OF NEW HAMPSHIRE
DEPARTMENT OF EDUCATION
101 Pleasant Street
Concord, NH 03301
TEL. (603) 271-3495
FAX (603) 271-1953

Bureau of Special Education Support FY'23 Memo #33

Date: May 25, 2023

To: Administrators of Special Education
Business Administrators

From: Office of the Commissioner
Division of Learner Support
Bureau of Special Education Support

Re: Part B IDEA, CFDA# 84.027 and Preschool, CFDA# 84.173
Special Education Allocations Fiscal Year 2024

The New Hampshire Department of Education (NHED), Bureau of Special Education Support (Bureau) is providing the IDEA (Part B, Section 611 and Preschool, Section 619, Special Education) allocations for each school district (attached). These figures are the allocated amounts that districts use for the preparation of a request for federal special education funds. The allocations reflect the formula determined in Federal Fiscal Years 1999 and 1997 for IDEA Part B as described by Code of Federal Regulation Part 34 CFR §§300.705 and 300.815-816.

The Bureau of Special Education Support is responsible to verify and confirm that the LEAs are in compliance with all Code of Federal Regulation 300, including assurances. If an LEA is not in compliance, the Bureau may delay any payment or payments until such time as the non-compliance has been resolved.

APPLICATION REQUIREMENTS

"Substantially Approved" status is a term used in the grant management process to indicate that a grant has met the basic requirements for the district to begin spending on the activities listed in the grant. Without a substantially approved status, the district could begin their activities, but it would not be able to be reimbursed from the IDEA grant until "Approved" status is achieved and a start date has been provided.

May 25, 2023

Page **2** of **2**

The following documents are required to be submitted and accurate for a grant to be determined to be in "Substantially Approved" form or status:

- **General Assurances FY 2024:** These assurances are provided to superintendents by the Bureau of Federal Compliance at the NHED. Once signed, these assurances must be submitted to the Bureau of Federal Compliance directly and must not be uploaded to the Grant Management System (GMS).
- **2023-2024 Federal Program Assurances:** These assurances contain the necessary assurances for receiving federal money for the Title programs and IDEA. A signature must be verified for IDEA and GEPA assurances. Program Assurances must be uploaded to the district's main page in the GMS.
- **Equitable Services:** The Equitable Services form calculates the district's proportionate share of IDEA monies made available for children with disabilities attending private, nonpublic, nonprofit schools within the district's jurisdiction. An Equitable Services form must be completed for each district, even if there are no private, nonpublic, nonprofit schools within its jurisdiction.
- Additionally, the grant must be submitted with at least one allowable activity based on the permissive use of funds for the IDEA grant.

The 2023-2024 IDEA/Preschool funds are available for a July 1, 2023, start date should the district submit on or before July 1st and complete the requirements for substantially approved form or status on or before July 1st. If the district submitted their application on or before July 1st and the application was not deemed to be in substantially approved form, the district will not be able to obligate (get reimbursed) for activities within the grant until deemed substantially approved and a start date has been provided.

Once a district's grant is determined to be substantially approved, the grant then is reviewed for budgetary and code elements. If correct, the grant is then assigned "Approved" status and the grant is assigned a project number.

The following documents can be found on the Bureau's webpage for IDEA Federal Funds [here](#):

- FY24 IDEA Allocations
- FY24 Preschool Allocations
- Permissive Use of Funds
- Maintenance of Effort v 2.0 (required for FY24)
- Maintenance of Effort Instructions, At-A-Glance, & link to CIFR MOE Calculator Demonstration
- MOE Reviewer Guide
- FY24 Excess Cost
- FY24 IDEA/Preschool Equitable Services
- Link to the NH Financial Accounting Handbook for Local Education Agencies
- Link to NH Grant Program Assurances Document, School Year 2023-2024

These documents are provided to assist LEAs in being in compliance with all Code of Federal Regulation 300, including assurances.

For further information regarding this grant, please contact your district's assigned grant reviewer in the Bureau. If there are questions regarding this memorandum, please feel free to contact Deb Lauffer at deborah.l.lauffer@doe.nh.gov.