



COMMONWEALTH of VIRGINIA
Department of Education

July 31, 2015

TO: Division Superintendents

FROM: Steven R. Staples, Superintendent of Public Instruction

SUBJECT: IDEA, P.L. 113-235, 2015-2016 Part B Sections 611 and 619 Sub-grant Awards for Special Education

Attached are the 2015-2016 *Individuals with Disabilities Education Act* (IDEA) Part B (Sections 611 and 619) federal allocations through the U.S. Department of Education (USED) for school divisions and state-operated programs (SOP) that qualify based on receipt of an approvable 2015-2016 annual plan.

Please note that as part of your application for FY 2015-2016, your school division or SOP has provided certifications that its application will comply with the IDEA Act of 2004, at 20 USC § 1413(a)(1), and its federal implementing regulations, at 34 CFR Parts 300 and 301, and that the school division or SOP will operate its Part B program in accordance with all of the required assurances and certifications that are consistent with the Virginia Department of Education's (VDOE's) policies and procedures. It further certifies that the application is a material representation of its compliance with the provisions of Education Department General Administrative Regulations (EDGAR), as applicable.

Virginia's FFY 2015 grant award is \$280,977,199 and \$51,913,320 is currently available for award under the Consolidated and Further Continuing Appropriations Act, 2015, for the IDEA Part B Section 611. The portion of the Section 611 flow-through allocation available through the reimbursement process as of July 1, 2015, is approximately 18.48 percent to school divisions and SOP that have submitted an approvable annual plan. The remaining 81.52 percent is available as of October 1, 2015, through the reimbursement process to school divisions and SOP that have an approved annual plan. The entire allocation for Section 619 funds is available as of July 1, 2015, through the reimbursement process to school divisions that have submitted an approvable annual plan.

Upon final approval of a school division or SOP application by the Virginia Department of Education (VDOE), each sub-recipient will need to log on to the Department of Education's Online Management of Education Grant Awards (OMEGA) system to review the grant's status and to distribute the grant award budgets to the appropriate object code level. Questions regarding this process should be sent to [OMEGA SUPPORT](#). You may also call (804) 371-0993 for assistance.

Approval of the annual plans establishes the eligibility of school divisions and SOP to receive funding under the Consolidated Appropriations Act, 2015 – P.L. 113-235 for the IDEA Part B Sections 611 and 619. These funds are available for obligation from July 1, 2015 through September 30, 2017.

These funds are made available on the condition that sub-recipients operate consistent with all requirements of P.L. 113-235 and applicable regulations, and make such changes to existing policies and procedures as are

necessary to bring those policies and procedures into compliance as soon as possible. School divisions are reminded that such changes must be submitted to their local school boards for approval.

2015-2016 Part B (Section 611) Flow-Through Funding

Amounts for each sub-recipient are listed in [Attachment A](#). As noted above, the amount shown in your award for the Section 611 program is approximately 18.48 percent of the total federal fiscal year (FFY) 2015 award. Of the \$247,348,118.00 appropriated amount in (FFY) 2015 for sub-recipient awards, \$45,700,014.25 is available for awards on July 1, 2015, and \$201,648,103.75 will be available for awards on October 1, 2015. No funds may be obligated after September 30, 2017, and final claims for reimbursement must be submitted via the OMEGA system no later than November 15, 2017. Funds are provided to school divisions and SOP through an expenditure reimbursement process and funds must be expended in accordance with each sub-recipient's approved application or subsequent amendments as approved by the VDOE. Because original grant applications were based on estimated amounts, most sub-recipients will need to submit (via OMEGA) a budget amendment addressing the difference between estimated Section 611 funds and funds actually awarded.

2015-2016 Part B (Section 619) Pre-School Funding

Amounts for each sub-recipient are listed in [Attachment B](#). The amount in your award for Section 619 represents the full amount of funds to which you are entitled. No funds may be obligated after September 30, 2017, and final claims for reimbursement must be submitted via OMEGA no later than November 15, 2017.

Funds are provided to school divisions and certain SOP through an expenditure reimbursement process and must be expended in accordance with each sub-recipient's approved application or subsequent amendments as approved by the VDOE. Because original grant applications were based on estimated amounts, most sub-recipients will need to submit (via OMEGA) a budget amendment addressing the difference between estimated Section 619 funds and funds actually awarded.

Reimbursement

Reimbursement for expenditures pursuant to these awards may not be honored if program or budget modifications are made without prior approval by the VDOE. Equipment purchases exceeding \$5,000 (per item) and all out-of-state travel must be approved in advance by the VDOE. Reimbursement for travel is limited to amounts stipulated by state travel regulations. Funds available under the provisions of IDEA may be used to support only the excess costs of educating individuals with disabilities as outlined in your approved application or subsequent amendments approved by the VDOE. Reimbursement requests must be submitted electronically via OMEGA.

Required Coordinated Early Intervening Services (CEIS) Notification

A school division may voluntarily set-aside up to 15 percent of its IDEA Part B funds to provide Coordinated Early Intervening Services (CEIS). A budget amendment must be submitted via OMEGA if a school division is required or chooses to voluntarily set-aside Part B funds for CEIS. The planned CEIS activities must be approved by the VDOE. Additionally, if the division is no longer required or chooses not to set-aside Part B funds for CEIS, a budget amendment must be submitted via OMEGA.

Amendments to the Annual Plan/Funding Applications

Amendments to the 2015-2016 annual plan and application for federal funds must be submitted to the VDOE for approval as they are adopted by each school division.

Funding application amendment requests must be submitted via OMEGA. Annual plan amendments must be submitted in writing via e-mail to Tracie L. Coleman at Tracie.Coleman@doe.virginia.gov or by mail to Virginia Department of Education, P. O. Box 2120, Richmond, Virginia, 23218-2120.

Additional Information

The VDOE and auditors shall have access to sub-recipient records and financial statements as necessary to meet monitoring requirements in 2 CFR 200. This federal award is not for research and development. School divisions shall adhere to their approved negotiated indirect cost (IDC) rate. The current negotiated rate can be accessed at http://www.doe.virginia.gov/school_finance/budget/index.shtml. If a rate has not been negotiated or approved, the school division or SOP may be eligible to use the de minimis rate of eight (8) percent as stated in §200.414 indirect (F&A) costs.

Questions pertaining to subgrant awards, including questions regarding annual plans, should be directed to the contact person listed in each attachment or to Tracie L. Coleman at Tracie.Coleman@doe.virginia.gov; telephone (804) 225-2704.

Questions about allowable CEIS activities should be directed to Tom Manthey at Tom.Manthey@doe.virginia.gov; telephone (804) 225-4024.

Questions about identification of school divisions required to provide CEIS due to disproportionality should be directed to Angela Phenicie at Angela.Phenicie@doe.virginia.gov; telephone (804) 371-7582.

Questions pertaining to OMEGA should be directed to OMEGA Support at OMEGA.support@doe.virginia.gov; telephone (804) 371-0993.

SRS/egb

Attachments:

- A. [Section 611, Flow-through Funds](#) (PDF)
- B. [Section 619, Pre-school Funds](#) (PDF)