



COMMONWEALTH of VIRGINIA
Department of Education

July 26, 2013

TO: Division Superintendents

FROM: Patricia I. Wright, Superintendent of Public Instruction

SUBJECT: IDEA, P.L. 113-6, 2013-2014 Part B Sections 611 and 619 Sub-grant Awards for Special Education

Attached are the 2013-2014 Individuals with Disabilities Education Act (IDEA) Part B (Sections 611 and 619) federal allocations for school divisions and state-operated programs (SOPs) that qualify based on receipt of an approvable 2013-2014 annual plan.

The portion of the Section 611 allocation available through the reimbursement process as of July 1, 2013, is approximately 14.36 percent to school divisions and SOPs that have submitted an approvable annual plan. The remaining 85.64 percent is available as of October 1, 2013, through the reimbursement process to school divisions and SOPs that have an approved annual plan. The entire allocation for Section 619 funds is available as of July 1, 2013, 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 budgets to the appropriate object code level. Questions regarding this process should be sent to OMEGA SUPPORT at omega.support@doe.virginia.gov. You may also call (804) 371-0993 for assistance.

Approval of the annual plans establishes the eligibility of school divisions and SOPs to receive funding under Part B of IDEA, P.L. 113-6, for 2013-2014.

These funds are made available on the condition that sub-recipients operate consistent with all requirements of P.L. 113-6 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.

2013-2014 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 14.36 percent of the total funds that will be awarded to you for federal fiscal year (FFY) 2013. Of the \$234,095,945 appropriated amount in FFY 2013, \$33,625,165.20 is available for awards on July 1, 2013, and \$200,470,779.80 will be available for awards on October 1, 2013. No funds may be obligated after September 30, 2015, and final claims for reimbursement must be submitted via the OMEGA system no later than November 15, 2015. Funds are provided to school divisions 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.

2013-2014 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, 2015, and final claims for reimbursement must be submitted via OMEGA no later than November 15, 2015. Funds are provided to school divisions 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 applications 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). However, if a school division is determined by the VDOE to have significant disproportionality in the over-identification of students by race/ethnicity who are classified as needing special education services, the school division **must** use the maximum amount of 15 percent of the total Sections 611 and 619 Part B funds for CEIS to address issues of disproportionality. Specific school divisions were notified in June 2013 of the requirement to set-aside 15 percent of their Part B funds for CEIS due to significant disproportionality. Additionally, certain school divisions received warning letters about the potential of being identified for having significant disproportionality. 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 2013-2014 annual plan and applications 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 to Tracie Coleman at tracie.coleman@doe.virginia.gov or Virginia Department of Education, P. O. Box 2120, Richmond, VA, 23218-2120.

Additional Information

Questions pertaining to sub-grant 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 or (804) 225-2704.

Questions about allowable CEIS activities should be directed to Tom Manthey at tom.manthey@doe.virginia.gov or (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 or (804) 371-7582.

Questions pertaining to OMEGA should be directed to omega.support@doe.virginia.gov or (804) 371-0993.

PIW/tlc

Attachments:

- a. [Section 611, Flow-through Funds](#) (PDF) *(revised August 23, 2013)*
- b. [Section 619, Pre-school Funds](#) (PDF)