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Illinois State Board of Education

Special Education

Fiscal year 2022 Individuals with Disabilities Education Act (IDEA) Grants have been released.

The IDEA grant team would like to share a few specific items/reminders as you prepare for the FY 2022 grant cycle. Please share this information with district staff members who work directly with IDEA flow-through and preschool grants.

You must click the box to create your application for a new project for the current year.



IDEA Grant Start Date is July 1, 2021

All districts must submit a substantially approvable IDEA grant application on or before July 1, 2021, to receive the earliest start date. The IDEA Part B - Consolidated Application is available for all districts receiving direct allocations.

- If the IDEA Part B – Consolidated Application is not seen in System Listing, please request access by clicking on “Want to sign up for Other Systems” at the bottom of the page.
- The FY 2022 IDEA Part B Consolidated Application will not appear in IWAS until the district checks “Yes” to create a new application.
- Please utilize the drop-down box in the upper right corner of the IDEA Part B Consolidated Application to access the IDEA Flow-Through tabs, Coordinated Early Intervening Services tabs, and the IDEA Preschool tabs.



- Timely and Meaningful Consultation documentation is submitted on the IDEA Flow Through - Consolidated application. Please make sure to remove any student/parent names or any other sensitive identifying information.



Timely and Meaningful Consultation (TMC)

A. Select the correct TMC status.*

- The district held a TMC on the date noted below and all required documentation has been uploaded below.
- Date TMC was held: []
- The district offered to hold a TMC on the date noted below but there were no attendees. A copy of the article and certificate of publication is uploaded below.
- Date TMC was offered: []
- The applicant is a state-authorized charter school or state-operated school - not applicable.

CAUTION - FERPA Compliance Required!
 Remove any student names, parent names, and any other sensitive information that could be used to identify individual students receiving services.

B. Upload TMC Documentation*
 Compile all necessary documentation and ensure that any sensitive information has been redacted (FERPA and HIPAA compliance). At a minimum, documentation should include a copy of the newspaper advertisement and attestation forms or statement where signature was refused.
 Convert all the necessary documentation into a single PDF. Label the document with the region-county-district-type code number of the applicant, followed by a hyphen, then the name of the district, followed by a hyphen, followed by TMC. DO NOT USE ANY SPACES OR SPECIAL CHARACTERS IN THE NAME.
 Example: Quincy District 172 would name the upload as 01-001-1720-22-Quincy172-TMC

All districts must upload:
 - Proof of advertisement of the Timely and Meaningful Consultation. (This needs to be proof of a public published notice. A clipping from the newspaper, a receipt, or correspondence from the publisher, would all be acceptable.)
 If the Timely and Meaningful Consultation meeting was held, the following must be uploaded in addition to the above:
 - Sample invitation letter (please ensure no names are listed for FERPA purposes)

- The link to upload your documentation can be found at the bottom of the page.

Upload TMC Documentation

Compile all necessary documentation and ensure that any sensitive information has been redacted (FERPA and HIPAA compliance). At a minimum, documentation should include a copy of the newspaper advertisement and attestation forms or statement where signature was refused.

Convert all the necessary documentation into a single PDF. Label the document with the region-county-district-type code number of the applicant, followed by a hyphen, then the name of the district, followed by a hyphen, followed by TMC. DO NOT USE ANY SPACES OR SPECIAL CHARACTERS IN THE NAME.

Example: Quincy District 172 would name the upload as 01-001-1720-22-Quincy172-TMC

How to Upload a File

- Browse your files to locate the required document.
- Double-click to display it in the Browser window.
- Click on the upload button.
- The name of the uploaded document will display in the area below.

Choose File | No file chosen | Upload

Any uploaded files will appear below. Until the application is submitted to ISBE, an uploaded document may be deleted using the Delete button below. After submitting to ISBE, any required changes must be submitted separately, adding a revision number to the name.

Delete Selected Files

Provide any necessary comments or explanations related to uploaded files in the area below.

Instructions

The FY 2022 instructions booklet and resource documents are posted on the [IDEA grant webpage](#).

Important Information to Remember

- Grantees are not required to include staff names in the applications. Positions can be used instead.
- The MOE Eligibility tab includes two boxes for the grantee to input the amount budgeted for state and local or local only for students with disabilities in FY 2022.
- Grantees must complete the FY 2022 Organizational Risk Assessment in IWAS one time; the results will apply to all FY 2022 grants. Further, ISBE

Grant-Specific Assessments will be included in each FY22 grant. A combination of the results of these two risk assessments will generate the Programmatic Risk Conditions in each grant. The Grant Accountability Transparency Act (GATA) registration, GATA ICQ, and the FY 2022 Organizational Risk Assessment in IWAS must be completed prior to submission of an FY 2022 state or federal grant.

- Below is a summary of the steps necessary to fully execute the FY 2022 grants:
 1. Grantee must [register](#) and complete the Internal Controls Questionnaire (ICQ).
 2. Complete and submit the FY 2022 Organizational Risk Assessment via IWAS.
 3. Complete and submit the Consolidated District Plan.
 4. Submit the FY 2022 grant applications to ISBE.
 5. The respective ISBE program area will review and approve.
- Please make sure that approval groups are properly assigned through IWAS in order to access the system and submit your application. Technical assistance on items not covered by the instructions link in IWAS may be obtained by contacting your grant coordinator at (217) 782-5589.

Coordinated Early Intervention Services

On May 20, 2019, the U.S. Department of Education mandated states to move forward in FY 2020 with parameters for calculating significant disproportionality. This was a new process for Illinois. As a result, ISBE updated the process of determining which districts will be required to expend 15% on Coordinated Early Intervention Services (CEIS) due to significant disproportionality. Districts have been notified if they have this requirement. Currently the IDEA applications are equipped to allow districts to expend 15% on CEIS voluntarily. Districts that are required to expend funds on CEIS, will have applications that reflect this requirement. The IDEA grant website includes links to resources that assist with a general overview of CEIS, a data tracker for CEIS, a step-by-step publication designed to help districts implement CEIS and address significant disproportionality, and more.

Maintenance of Effort

MOE Compliance – Maintenance of effort (MOE) district summaries (comparing 2019-20 to 2018-19) were emailed this month to state-approved directors of special education. The original MOE District Worksheets will be mailed later. Please contact [Pam Jurkoshek](#) or your grant coordinator if you have any questions or to request assistance in resolving MOE district issues.

- Do NOT let a negative MOE delay the submission of an otherwise substantially approvable IDEA grant.
- Districts with negative MOE comparisons should resolve those issues by July 1, 2021, and no later than September 30, 2021.

MOE Eligibility – Please use the most recent complete fiscal year (FY 2020) compared to the budgeted/anticipated budget for FY 2022 to select one MOE option that reflects how the district will maintain local spending. The FY 2020 net and per capita amounts needed to complete the MOE Eligibility page are located on the MOE Compliance Worksheets.

IDEA Proportionate Share

IDEA proportionate share expenditures must include direct/indirect services to

IDEA proportionate share expenditures must include direct/indirect services to eligible students with Individualized Services Plans (ISPs) as determined through a timely and meaningful consultation process.

- Supplies, material, and equipment budgeted must be attached to direct/consultation services to eligible students; those items remain the property of the public school district.
- Professional development activities for teachers working with students with ISPs must be attached to direct/consultation service for those eligible students.

Grant Periodic Reporting

GATA Periodic Performance Reports are due in IWAS on a biannual basis. The July 1 – December 31 reporting period is due January 30, 2022; the January 1 – June 30 reporting period is due July 30, 2022. Please be sure to include the reporting [form](#).

Excess Cost

The FY 2022 excess cost system is in place in IWAS. The completed Excess Cost Application must be submitted in IWAS **no later than January 31, 2022**.

Technical Assistance Questions

The grant applications include instruction links in the grants that are helpful for technical problems. In addition, ISBE Helpdesk staff members are available at (217) 558-3600 for technical difficulties that may be encountered during the grant application process (e.g. passwords, adding new users).

Please contact your grant coordinators if you have programmatic questions.

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Josh Green – jgreen@isbe.net

Kristi Lessen – klessen@isbe.net

Telephone – (217) 782-5589

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