



2018-2019 ESC IDEA-B Preschool
Application Due 5:00 p.m. CT, August 25, 2018

NOGA ID

Authorizing legislation

Individuals with Disabilities Education Act (IDEA), as amended by IDEA Improvement Act of 2004, Public Law 108-446, Part B, Section 619

This application may be submitted via email to grantapplications@tea.texas.gov or in hard copy by mail or hand delivery.

The application may be signed with a digital ID, or it may be signed by hand. Both forms of signature are acceptable, regardless of how the application is submitted. (The digitally signed application may be emailed, or it may be printed and submitted in hard copy. The hand-signed application may be scanned and emailed, or it may be submitted in hard copy.)

TEA must receive the application by **5:00 p.m. CT, August 25, 2018**, regardless of whether it is emailed, mailed, or hand-delivered.

Mail or deliver one copy to the following address:

Document Control Center, Grants Administration Division, Texas Education Agency
1701 N. Congress Avenue, Austin, TX, 78701-1494

Grant period from

Pre-award costs permitted from

Application stamp-in date and time

Required Parts of the Grant Application

To apply for this grant, complete this form and the Excel workbook consisting of the grant's budget schedules, linked along with this form on the TEA Grant Opportunities page. **Before you email, mail, or hand-deliver your grant application, ensure that your submission includes both the signed and certified form and the completed budget schedules.**

Amendment Number

Amendment number (For amendments only; enter N/A when completing this form to apply for grant funds):

Applicant Information

Organization CDN Vendor ID ESC DUNS

Address City ZIP Phone

Contact #1 Email Phone

Contact #2 Email Phone

Certification and Incorporation

I understand that this application constitutes an offer and, if accepted by TEA or renegotiated to acceptance, will form a binding agreement. I hereby certify that the information contained in this application is, to the best of my knowledge, correct and that the organization named above has authorized me as its representative to obligate this organization in a legally binding contractual agreement. I certify that any ensuing program and activity will be conducted in accordance and compliance with all applicable federal and state laws and regulations.

I further certify my acceptance of the requirements conveyed in the following portions of the grant application, as applicable, and that these documents are incorporated by reference as part of the grant application and Notice of Grant Award (NOGA):

- Grant application, guidelines, and instructions
- General Provisions and Assurances and any application-specific provisions and assurances
- Debarment and Suspension Certification
- Lobbying Certification

Authorized Official Name/Title Email

Signature Phone Date

2: Statutory/Program Assurances

The following assurances apply to this grant program. In order to meet the requirements of the grant, the grantee must comply with these assurances.

Check each of the following boxes to indicate your compliance.

2A: Provision/Assurance

- The applicant provides assurance that program funds will supplement (increase the level of service), and not supplant (replace) state mandates, State Board of Education rules, and activities previously conducted with state or local funds. The applicant provides assurance that state or local funds may not be decreased or diverted for other purposes merely because of the availability of these funds. The applicant provides assurance that program services and activities to be funded from this grant will be supplementary to existing services and activities and will not be used for any services or activities required by state law, State Board of Education rules, or local policy.
- The applicant provides assurance that the application does not contain any information that would be protected by the Family Educational Rights and Privacy Act (FERPA) from general release to the public.

2B: General Assurance Applicable to All Special Education Fund Sources

- A. Any personnel or consultant travel approved in this grant must be reimbursed according to the applicant agency's policy; however, reimbursement may not exceed State of Texas mileage allowance and per diem rate existing in the current Texas State Appropriations Act.
- B. Any personnel, agencies, or organizations to be subcontracted with by the applicant agency must have the appropriate credentials and skills to perform the services required (19 Texas Administrative Code [TAC] §89.1131). All special education personnel are certified, endorsed, or licensed in the area of assignment in accordance with provisions in Title 19, TAC, Chapter 230 (Professional Educator Preparation and Certification).
- C. Funds will be used as stipulated in this document, and use of funds other than in the manner authorized may be construed as misuse and may result in the reclamation of these funds.
- D. The applicant represents and assures that, if jointly establishing eligibility under Texas Education Code (TEC) 29.007, it has entered into a written contract to jointly operate its special education program with the cooperating local education agencies (LEAs) and that such contract meets all requirements stated in the Financial Accounting and Reporting (FAR) Module of the Financial Accountability System Resource Guide and with the Shared Services Arrangement (SSA) Procedures disseminated by the Division of Federal Fiscal Compliance and Reporting, Texas Education Agency (TEA).
- E. The applicant represents and assures that, if it has been a party to one or more special education due process hearings that have resulted in a decision under 20 United States Code (USC) §1415 since the date of last application for Individuals with Disabilities Education Act (IDEA)-B funds, the applicant has implemented the decision of the special education hearing officer in accordance with 19 TAC §89.1185 and 34 CFR §300.518 by doing one of the following:

1. If the hearing officer rendered a decision that was, at least in part, adverse to the applicant, the applicant implemented the decision in all respects within ten school days after the date the decision was rendered, unless and until such implementation was excused by order of a reviewing court under 20 USC §1415.

2. If the hearing officer rendered a decision that was, at least in part, adverse to the applicant and the applicant appealed the decision pursuant to 20 USC §1415, the applicant implemented the decision in all respects other than a requirement to pay reimbursement within ten school days after the date the decision was rendered, unless and until such implementation was excused by order of a reviewing court under 20 USC §1415.

In either case, the following is also required: From the date of the hearing officer decision forward the student's stay-put placement was that which was ordered by the hearing officer decision, unless and until such placement was changed by order of a viewing court under 20 USC §1415.

- F. The applicant provides assurance to adhere to all Statutory Requirements and TEA Program Requirements as noted in the 2018-2019 ESC IDEA-B Preschool Program Guidelines.
- G. The applicant agency will comply with all reporting requirements (34 CFR 300.645, Program Guidelines, PEIMS Data Standards, and Education Department General Administrative Regulations (EDGAR), as applicable) in a timely manner.
- H. The applicant agency ensures compliance with requirements of the Every Student Succeeds Act (ESSA) of 2015 (PL 114-95) as it relates to students with disabilities under the IDEA.
- I. ESCs participating in SSAs will comply with Title 19, TAC 89.1075(e) and with related procedures developed by TEA.
- J. This application and all related documents, evaluations, and reports will be available to parents and to the general public (34 CFR 76.304, 300.212).

2B: General Assurance Applicable to All Special Education Fund Sources (Continued)

The following assurances apply to this grant program. In order to meet the requirements of the grant, the grantee must comply with these assurances.

Check each of the following boxes to indicate your compliance.

- K. The ESC will account for all funds separately and appropriately according to generally accepted accounting principles, the Financial Accounting System Resource Guide, and the Program Guidelines.
- L. All encumbrances shall occur on or between the beginning and ending dates of the contract. The contractor must liquidate (record as an expenditure) all obligations (encumbrances) incurred between begin and end dates of the contract. The term obligation means the amounts of orders placed, contracts and subgrants awarded, goods and services received, and similar transactions during a given period that will require payment by the contractor during the same or a future period. Obligations representing orders placed are reflected in the accounting records as encumbrances. In no manner shall encumbrances be considered or reflected as accounts payable or as expenditures. Obligations that are liquidated and recognized as expenditures must meet principles in 2 CFR 200, Subpart E of EDGAR (as applicable) and program rules, regulations, and guidelines contained elsewhere.
- M. The applicant agency has distributed to parents of students with disabilities the document Notice of Procedural Safeguards, Rights of Parents of Students with Disabilities as a means of disseminating notice of their rights. This notice is in the primary language of the parent (34 CFR 300.504). The applicant agency also has disseminated A Guide to the Admission, Review, and Dismissal Process as required by TEC Chapter 26.0081 and the October 14, 20 02, letter of guidance from TEA.
- N. The applicant agency assures that procedural safeguards are in place that meet the requirements of 34 CFR 300.500-520. All due process procedures for parents or legal guardians and individuals with disabilities, 3-21 year of age, are established and implemented as stated in 34 CFR 300.500-520 and Title 19,TAC, §§89.1151-1191. Notice of Procedural Safeguards, Rights of Parents with Disabilities is used as a means to disseminate these rights to appropriate individuals (34 CFR 300.223).
- O. The applicant agency assures that local policies and procedures comply with 34 CFR 300, including the reauthorized IDEA statute of 2004, and the corresponding regulations of August 14, 2006.
- P. Services, programs and projects conducted are of sufficient size and scope to effectively meet the needs of children with disabilities (34 CFR 300.223).

2C: Statement of Assurances for ESC IDEA-B Preschool

- A. Funds will be used to support the goal of providing full educational opportunity to all children with disabilities aged 3 through 21 (34 CFR 300.101, 300.1).
- B. The grantee will develop a regional plan for the provision of training, support, and technical assistance to meet the identified State, regional, and district needs. The regional plan will include activities, resources, and staff necessary to accomplish coordinated efforts to ensure that students with disabilities have access to and show progress in the general curriculum. Activities are to be reported to TEA by the first working day in July via the Special Education Continuous Improvement Plan (SECIP).
- C. The SECIP will also include an evaluation of the implementation of all training, technical assistance activities, and support services, based on results from the previous year's plan. The SECIP must be submitted in eGrants by July 1st or the first working day in July.
- D. The applicant agency assures that provision has been made for appropriate consultation with representatives of private school students with disabilities and for appropriate participation of students with disabilities enrolled in private schools by their parents according to Title 19, TAC §89.1096 and 34 CFR 300.129-148.
- E. The applicant agency assures that funds provided in this contract will be used to supplement state, local, and other Federal funds expended for the education of children with disabilities and not to supplant those funds (34 CFR 300.202).
- F. The applicant agency further assures that fiscal effort will be maintained in accordance with the requirements found at 34 CFR 300.203-204.
- G. The applicant agency assures compliance with requirements found in 34 CFR 300-399 and assures that funds expended for IDEA-B programs will conform to 34 CFR 300-399 and EDGAR, as applicable.

3: Program Allowable Use of Funds

Grantees are allowed to expend grant funds on the following activities. Check the boxes to indicate the activities upon which you intend to expend grant funds.

Conferences may be hosted and sponsored under the grant program. Conferences must be managed to minimize costs to the costs to the grant award. The following types of conference are allowable:

- Conferences designed to share research-based intervention practices designed to improve results of students with disabilities ages 3-5.

Hosting or sponsoring of conferences will require a written justification form to be maintained locally and made available to TEA upon request. To access the Cost of Hosting or Sponsoring of Conferences Justification form, refer to the [Administering a Grant](#) page.

Out-of-state travel costs are allowable. Out-of-state travel costs should be minimal. Travel costs are allowable as long as the expenses for transportation, lodging, subsistence, and related items are only incurred by employees on official business of the grantee and follow the grantee's regular business operations and written travel policy. Out-of-State Travel will require a written justification form to be maintained locally and made available to TEA upon request. To access the Out of State Travel Justification form, refer to the [Administering a Grant](#) page. Out-of-state travel utilizing these IDEA-B funds must be directly related to technical assistance, training and information dissemination and/or gathering to improve student performance and program/service effectiveness for students with disabilities.

4: Equitable Access and Participation

Check the appropriate box below to indicate whether any barriers exist to equitable access and participation for any groups that receive services funded by this grant.

- The applicant assures that no barriers exist to equitable access and participation for any groups receiving services funded by this grant.
- Barriers exist to equitable access and participation for the following groups receiving services funded by this grant, as described below.

Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>
Group	<input type="text"/>	Barrier	<input type="text"/>

CDN Vendor ID

Amendment #

6: Amendment Description and Purpose

Amended Section

Purpose of Amendment