

**LEA Request for Special Education Services Proposal Process
Fiscal Year 2013 (2012-13)
Special Education Services, USOE**

Timeline

Notification Date: Monday, April 15, 2013

Letter of Intent/Proposal Due Date: Friday, May 31, 2013

Final Notification of Grant Award: Friday, June 7, 2013

Funds Available: June 10, 2013 through September 1, 2013

Eligible Applicants

Special Education Projects that can be accomplished during the summer and impact outcomes of students with disabilities may be proposed by Utah Local Education Agencies.

Awards FY13 (2012-13)

Number of awards anticipated: Unknown, dependent on remaining IDEA funds.

Approximate total funds available: \$75,000

Notice

The Special Education Section of the Utah State Office of Education is requesting a letter of intent/proposal for proposed special education projects in LEAs. This will assist the USOE in addressing the most critical special education priorities with available IDEA funds.

USOE and LEA priorities for all Utah children:

- Providing high quality instruction in literacy and numeracy for preschool and school age students with disabilities
- Preparing special educators for the new state special education math endorsement
- Ensuring that students with disabilities access and progress in the Utah Core Standards and Essential Elements
- Requiring effective ongoing assessment to inform high quality instruction and accountability
- Ensuring that students with disabilities are prepared through transition planning for college and career

Purpose

LEAs may apply for IDEA funds for short-term, high impact special education projects that address State priority areas or areas of need in the LEA, as identified through the LEA Improvement Planning process and/or SPP/APR. Selected grants will be funded one-time for approximately 2.5 months. Funds must be used in alignment with EDGAR and IDEA requirements, and may be used for items such as targeted professional development, temporary personnel, curriculum and materials, and assistive technology (provided the LEA can measure impact within the award timelines).

Project Priorities

The letter of intent/proposal must address how the project will:

- a) Budget and plan for expenditures within requirements of EDGAR and IDEA, including returning unused funds if the project does not reach anticipated capacity.
- b) Address USOE and LEA priority areas, LEA needs as per the Improvement Plan, and/or SPP/APR in a short period of time (i.e., 2.5 months) with one-time funds.
- c) Improve outcomes in the LEA area of need (including anticipated evaluation data).

Process

Step 1: Submit a one page, front and back, “letter of intent/proposal” indicating interest and plan due no later than 5:00 pm May 31, 2013. Prospective applicants should plan ahead to ensure timely submission. Late applications will not be accepted. Letters of intent must be limited to one page in length for each proposed project and include the following:

- Name and address of the LEA, including the primary contact name, phone, and email.
- An overview of the proposed project including:
 1. The need(s) being addressed.
 2. Nature and extent of project activities and description of outcomes/evaluation.
 3. Estimated costs.

Send letter of intent/proposal to:

glenna.gallo@schools.utah.gov

Confirmation of receipt will be sent via email within 24 business hours by the USOE.

Step 2: Final notification of Grant Award will be sent via email June 7, 2013. Grants will be funded for the period of June 10, 2013–September 1, 2013. LEAs will be required to submit a final evaluation of the grant award impact with their final reimbursement request, due no later than September 15, 2013.

For additional information, contact Glenna Gallo: 801-538-7757;

glenna.gallo@schools.utah.gov.