

Olympic ESD 114 Head Start/ECEAP/Early Head Start SPECIAL EDUCATION SERVICES NON-FEDERAL MATCH DOCUMENTATION

- For: School District Special Education Staff
- Due: End of each month, or as submitted by special education staff
- Give To: Supervising Program Manager
- Purpose: Document special education services provided to Program

This may be used for School District Special Education Services rendered to children in the Head Start Classroom. School Districts may also use the Form for School District or Partner Agency to document this in-kind contribution

Instructions:

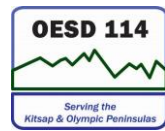
1. For those special education staff who have agreed, request they complete this form on a monthly basis for services rendered during that month.
2. The individual filling out the form must provide their hourly rate; we do not know what their rate is.

Policy Clarifications

OHS – PC – A -075

Can Head Start Programs count speech services that local school systems are required to provide to children eligible under the individuals with Disabilities Education Act (IDEA), at no charge to Head Start, as non-federal share (in-kind donation)?

The time used to provide special education and/or related services by a therapist provided by a local Education Agency (LEA) may be considered by the Head Start Program as volunteer time for in-kind match purposes to the extent that part or all of the therapists pay is from non-



federal sources. In that case, and assuming none of those non-federal resources are being used to match any other federal grant, the portion of the therapist's salary (and fringe benefits) coming from non-federal sources should be used to calculate the non-federal share that can be claimed for that therapist's work in the Head Start program. Calculations on the value of the service must be consistent with the rate of a therapist with similar credentials and experience plus an appropriate amount of fringe benefits.

Requirement

45CFR 74.23; 45 CFR 92.24; HHS Grants Policy Statement, II-49; 45 CFR 1308.4(h)(1-7), (i), (j)(1-5)