

IDEA-B
COORDINATED EARLY
INTERVENING SERVICES
(CEIS)
GUIDANCE HANDBOOK

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If you used IDEA-B funds for CEIS but did not budget a CEIS set-aside in your Special Education Consolidated Grant application, budget schedule BS6016, you must still submit data collection form SC5100 in eGrants to report the number of students served.

CEIS Set-Aside and Voluntary Maintenance of Effort (MOE) Reduction

CEIS and the voluntary MOE reduction are interconnected. 34 CFR §300.226(a) states that the amount you set aside for CEIS must be less than the amount you use for voluntary MOE reduction. At the same time, 34 CFR §300.205(d) states that the amount you use for CEIS shall count toward the maximum amount that you may reduce the level of your expenditures for MOE.

The decisions you make about the amount of funds you use for one purpose affect the amount you may use for the other. *You must plan both for CEIS and MOE at the beginning of each grant year.* Otherwise, the use of funds for CEIS could prohibit a later decision to voluntarily reduce MOE. See Appendix 1 for a flowchart that illustrates the process you should use in planning for your CEIS set-aside and voluntary reduction of MOE.

For a detailed description of the interrelationship between CEIS and IDEA-B MOE, refer to the IDEA-B MOE Guidance Handbook, posted on the [IDEA-B LEA Maintenance of Effort](#) page of the TEA website.

Tracking CEIS Spending

You must use a local option code to identify funds used for CEIS. If in addition to IDEA-B grant funds you use state and/or local funds for CEIS, an apparent decline in MOE may result. You must fully document your implemented CEIS program through the use of local codes and program documentation.

LEAs Required to Set Aside Funds for CEIS

In accordance with 34 CFR §300.646, if significant disproportionality based on race and ethnicity is occurring in the LEA with respect to the identification of children as children with disabilities, the LEA shall be required to reserve the maximum amount of funds (i.e., 15% of the IDEA-B allocation) to serve children in the LEA, particularly children in th.6(l)2b2(at)-6sle ann-5.9(i)2.6(.)-6.6(e)

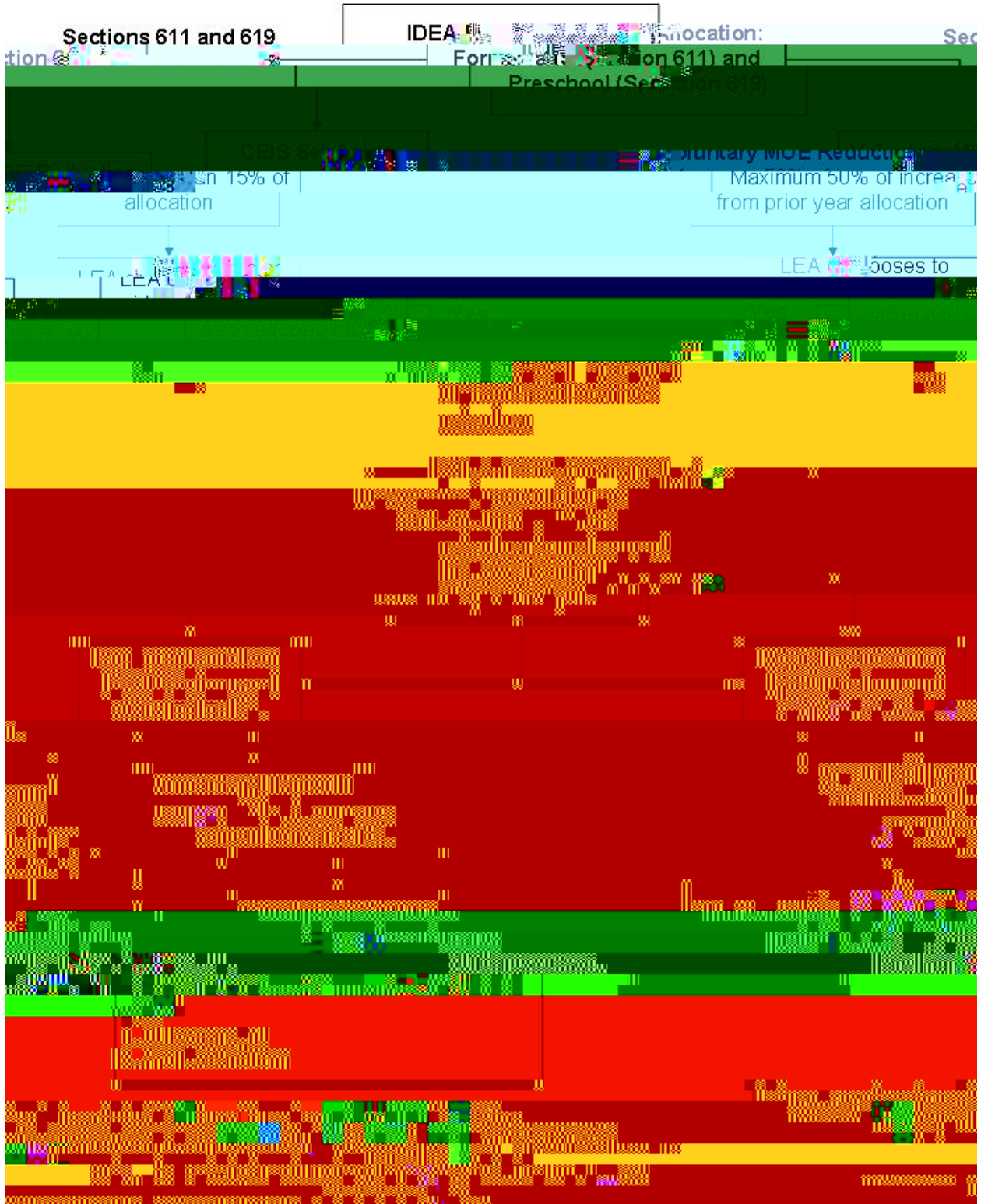
Once an LEA reports a CEIS set-aside on the BS6016 (as described in the CEIS Funding section, above), the LEA is required to submit the SC5100 Early Intervening Services Data Collection Form in eGrants. The SC5100 collects the data required to be reported to the US Department of Education (USDE). The LEA must report zeros for any year in which CEIS were not implemented.

Common Errors in CEIS Data Reporting

The most common errors in CEIS data reporting concern the set-aside that LEAs report on the BS6016 budget schedule. Once you budget a CEIS set-aside, you are required to serve students with CEIS and must complete the SC5100 data collection form and report the corresponding number of students served.

As a reminder, if you want to change or eliminate the CEIS set-aside amount, you must submit an amendment to your Special Education Consolidated Grant Application, budget schedule BS6016, by the final deadline for each year. For example, if you are submitting your application for the 2024-25 school year, you must submit an amendment to your application by the deadline for the 2024-25 school year. For more information, see the 2024-25 Special Education Consolidated Grant Application, budget schedule BS6016, by the final deadline for each year. For example, if you are submitting your application for the 2024-25 school year, you must submit an amendment to your application by the deadline for the 2024-25 school year. For more information, see the 2024-25 Special Education Consolidated Grant Application, budget schedule BS6016, by the final deadline for each year.

Appendix 1: CEIS and Voluntary MOE Reduction LEA Process Flowchart



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