



COMMONWEALTH of VIRGINIA

OFFICE OF CHILDREN'S SERVICES *Administering the Children's Services Act*

SCOTT REINER, M.S.
Executive Director

Administrative Memo #17-06

To: CPMT Chairs
CSA Coordinators

From:  Maris Adcock, Business Manager

CC: Scott Reiner, Executive Director

Date: December 15, 2017

Subject: CSA Special Education Wraparound Funds for the Remainder of FY2018

The Appropriation Act (Chapter 836, Item 285 (L)) provides \$2.2 million in state funds to localities for wrap-around services for students with disabilities (SPED Wrap) as defined in the Children's Services Act policy manual (Policy 4.1.3). These funds require local match at the locality's base CSA match rate. At the onset of the 2018 state fiscal year, the Office of Children's Services proportionally allocated these funds to all local CSA programs as was discussed in Administrative Memo # 17-02. As indicated therein, there will be a mid-year review and reallocation of the special education wrap-around funds in order to best utilize these resources. Please be aware of the following and act accordingly:

1. On January 1, 2018 if a locality has not recorded any FY2018 expenditures for SPED Wrap-Around services in the CSA LEDRS system (Expenditure Category 2h), the locality's current year SPED Wrap allocation will be removed.
2. A locality whose SPED Wrap-Around allocation is removed due to no expenditures recorded in the CSA LEDRS system as of January 1, 2018 may request reallocation of SPED Wrap funds. To do so:
 - The CPMT Chair must indicate in writing to the OCS Business Manager¹, no later than January 31, 2018, their intent to utilize the funds.
 - The request must include the projected amount of SPED Wrap funds to be expended in the remainder of FY2018 and a brief explanation of that projection given that no expenditures are noted for the year to date.
3. A locality utilizing their SPED Wrap-Around allocation and anticipating (if funds are made available) exceeding their existing allocation may request additional allocation. To do so:

¹ Communication may be via either e-mail to maris.adcock@csa.virginia.gov or via hard copy via U.S. Mail.

- The CPMT Chair must indicate in writing to the OCS Business Manager, no later than January 31, 2018, the amount of additional allocation requested based on anticipated ability to fully utilize such additional funds.

SPED Wrap funds recovered from localities not intending to utilize those funds will be reallocated to localities indicating an intent/ability to spend additional funds above their opening allocation. The use of the funds for "Wrap-Around Services for Students with Disabilities" allows communities to provide services to youth when their identified educational disabilities impact adjustment outside the school environment. Such services may provide critical supports for youth who face significant challenges in the home or community. Communities are encouraged to consider their local policies regarding the provision of SPED Wrap-Around service and to identify strategies to maximize utilization of community-based supports for all youth.

Thank you for your attention to this matter.