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MEMORANDUM

TO: Superintendents, Special Education Directors, Business Managers
FROM: Brad James, Finance Manager
SUBJECT: FY 2021 Special Education Service Plan
DATE: August 30, 2019

[Forms and instructions for the FY 2021 Special Education Service Plan](#) are now available. Sec. E.502.1 of Act 72, 2019, delayed the implementation of the special education census block grant by one year, until July 1, 2021. In order to make special education reimbursement payments, the Agency requires Special Education Service Plans as in the past years.

The statutory deadline for submitting the FY 2021 Service Plan is Oct. 15, 2019. It is important that the deadline is met so the Agency can compile the information for the FY 2021 State Special Education funding formula projections which are due from the Agency on Dec. 15, 2019. If the Service Plan for a supervisory union is not received by the October deadline, the Agency is authorized to withhold funds due to the supervisory union or its member school districts until the Service Plan is filed and accepted by the Agency.

Changes for FY 2021

Please note that although census grant funding of Act 173 has been delayed until FY 2020, the threshold for extraordinary cost reimbursement has increased to \$60,000 for FY 2021.

Report Forms and Submission

The electronic version of the forms are available on the [Agency of Education website](#). Please be sure to use the FY 2021 versions of the forms when the service plan is submitted. As outlined in the instructions, the completed forms for Sections A-D should be mailed in paper form to Orilla Farnham at the Agency of Education and the completed electronic Section D form should be emailed to Lila Denton at lila.denton@vermont.gov.

Any questions about the submission instructions, about completing your service plan in general, or about Sections A-C should be addressed to Nancy Bouffard at (802) 479-1125 or nancy.bouffard@vermont.gov. Any questions about Section D should be addressed to Lila Denton at (802) 479-1062 or lila.denton@vermont.gov.