

DETERMINE NECESSITY OF SPECIAL EDUCATION PURCHASE

TO BE ATTACHED TO ALL SPECIAL EDUCATION REQUISITION FORMS

Answer "Yes" or "No" to the following questions to determine whether instructional supplies and/or equipment and materials are eligible for reimbursement with federal aid or to generate state base revenue and for inclusion in the state excess cost aid calculation:

1. Are the materials used directly by or with students with disabilities?
 Yes (Eligible) No (Not Eligible)
2. Are the materials specifically instructional in nature?
 Yes (Eligible) No (Not Eligible)

- 3a. Are the materials in addition to those provided to the same students in the mainstream?
 Yes (Eligible) No (Not Eligible)
For example, the district provides basic textbooks, computers, and other equipment and supplies for all students. Similar materials are not eligible for special education reimbursement when provided to students with disabilities regardless of setting;

OR

- 3b. Does the student with a disability require materials specially adapted for the disability in order for the student to benefit from the education program?
 Yes (Eligible) No (Not Eligible)
For example, Braille texts would be eligible while a basic print text at a different grade level is not an adapted text.

4. Are students with disabilities the primary and priority users of the materials?
 Yes (Eligible) No (Not Eligible)
5. If the expense is a child specific service, is the service documented in the student's IEP?
 Yes (Eligible) No (Not Eligible)

Reason for Purchase: _____

Completed By: _____ Date: _____

School District: _____ PO #: _____

Director Signature: _____ Date: _____