



Contingency Funds

Janette Fulton

Bureau of Special Education

717-425-5442

janfulton@pa.gov

General Information

- ◆ Purpose - To provide additional state funding for the implementation of the IEP for a student with significant disabilities.
- ◆ Applications are submitted for the prior school year (2021-2022).
- ◆ Applications must meet the minimum threshold of \$75,000 for total eligible expenses in order to be considered.
- ◆ Expenses must be extraordinary special education expenses. Section(e). 24 PS §25-2509.8

Award Information

The most costly, individual applications will receive funding priority.

The award process will continue until all available funds are expended.

The maximum award value is \$150,000.

Not all eligible applications will be funded.

Application Timeline

- ◆ November 21, 2022 – January 6, 2023
- ◆ Only accepted through the online Contingency Fund Website
- ◆ One electronic application per student
 - ◆ <https://apps.leaderservices.com/cfunds>



LEA Home

Welcome, Janette Fulton, to the CFunds system. To submit a new request, please select the appropriate link from the Actions section below. You may also select an option from the menu to your left. If you require assistance or instructions, please select the [Help](#) option on the upper right of any page.

Current Status	Actions
<ul style="list-style-type: none">Your LEA currently has 0 submitted fund requests and 1 UNSUBMITTED fund requests for the school year.The current request cycle is closed until Nov. <p>Review other school years' data</p>	<ul style="list-style-type: none">Submit new Funds Request for school yearUpdate/review previous Requests for school year



The State Subsidy amount used in your CFunds applications for the school year is \$8,000.00 .

Submit New Funds Request for the _____ school year

Please complete the following application for each eligible student based on expenses from the prior school year (____). Fields with a yellow background are required. [Frequently Asked Questions](#)

Date of request

Contact Person for this request

Student *First name*

Last name

Primary Disability

Placement
(not location)

LRE

School Type

Brief background INCLUDING DISABILITY
of the eligible student

Specific request
(explain extraordinary circumstances)

Explain what you have done to insure this
is the Least Restrictive Environment for
this student

Half-year student



Your session will
expire in 17 minutes

School District Contingency Fund Worksheet

(Enter whole numbers rounded to the nearest dollar; do not enter commas or cents. e.g. 25000)

Prorated teacher salary \$

Prorated itemized teacher benefits \$

Classroom aide prorated salary \$

Classroom aide prorated itemized benefits \$

Itemized therapies e.g.

One-to-one paraprofessional assignment
(PCA) \$

Occupational therapy \$

Physical therapy \$

Speech & language therapy \$

Orientation & mobility training \$

Hearing itinerant services \$

Vision itinerant services \$

ESY Costs NOTE: ESY Costs are **NOT** eligible and should **NOT** be added to the Total Costs

Other Costs(list/specify) [Click to add an Other Cost](#)

Total - other costs \$

Transportation [Click to maintain transportation data](#)

Transportation amount \$
(click link above to maintain)

Minus - school district state subsidy \$
(not available)

Aid Ratio: %

Calculated eligible costs \$

Save

Submit to PDE and go to Step 2

Check spelling

Reset form

Cancel



[Home](#) > [Maintain Fund Requests](#) > [Submit Request Step 1](#) > [Submit Request Step 2](#)

Submit New Funds Request for the _____ school year

Your data has been submitted to PDE. Please submit an IEP for this student application using the file upload method below. Please note that the IEP should support the application, showing previous year data. [Click here for an Upload tutorial.](#)

Step 2 of 3: Submit IEP

UPLOAD ELECTRONIC COPY OF IEP

Please use the form below to submit an electronic version of the IEP.

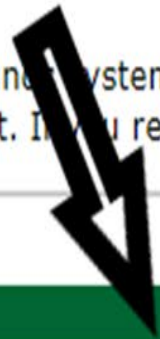
[Click here for an Upload tutorial](#)

No file chosen



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. School Year

Current Status

- Your LEA currently has [1 submitted fund requests](#) and [1 UNSUBMITTED fund requests](#) for the . school year.
- The current request cycle is closed until Nov. .

Actions

- [Submit new Funds Request for school year](#)
- [Update/review previous Requests for school year](#)

[Review other school years' data](#)



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School Year	
Current Status	Actions
<ul style="list-style-type: none">Your LEA currently has 0 submitted fund requests and 1 UNSUBMITTED fund requests for the <input type="text"/> school year.The current request cycle is closed until Nov.	<ul style="list-style-type: none">Submit new Funds Request for <input type="text"/> school yearUpdate/review previous Requests for <input type="text"/> school year
Review other school years' data	

The State Subsidy amount used in your CFunds applications for the school year is \$8,000.00 .



[Home](#) >

Help



[Download Quick Start Guide](#)
(PDF file)



[Submit technical support request \(site issues\)](#)



[Submit procedural question to PDE](#)

More Help...

- [Contingency Fund Guidelines For Extraordinary Special Education Program Expenses](#) (PDF format)
- [Contingency Funds worksheet for](#) (PDF): [Regular](#)
Note that the worksheet is for drafting/data gathering purposes **only** and is not to be submitted. All contingency fund requests **must be submitted through the online CFunds application.**
- [PowerPoint from the](#) training sessions: [PDF](#) | [PowerPoint](#)
- [Frequently Asked Questions \(FAQ\)](#)



Some files require the free Adobe Reader or similar software for viewing.



Some FAQs



- 1) What are common errors?
- 2) Is the amount I spend on the student the final amount that is considered?
- 3) The deadline passed – can I still submit?
- 4) If I receive an award, when do I receive notice and when do I receive the money?
- 5) Other questions?



For more information on Contingency
Funds, please visit PDE's website at
www.education.pa.gov