

<b>Bureau of Indian Education</b>	
Division of Performance and Accountability – Special Education	
Part B Unmet Needs Funds Application	

**Part B Unmet Needs Application**

**Due: September 12, 2016**

**Applying for Funds**

Prior to submitting the Unmet Needs application, the schools are advised to review their special education funds and determine if there is a need for additional funds. For example, review student attrition, Carry-over funds, Part B supplemental and 15% ISEP base funds.

If the school determines that it does not to have sufficient funds, the school can then apply for Unmet Needs funds based on one or more of the following priorities listed below:

- Priority 1: Increase in number of High Needs Students **OR**
- Priority 2: Substantial increase in special education enrollment
- Priority 3: Unique Circumstances

**Additional Information and/or Requirements:**

- Schools may apply for Priority 1 or Priority 2, **not both**.
- For Priority 1 or Priority 2 -Attach a current list of students with disabilities with NASIS numbers. The submitted list shall be signed by the School Administrator.
- Priority 3 is not based on child count and the school is required to provide a narrative description and a detailed budget
- For all Priorities - Students shall have a current, locked and uploaded Individualized Education Program (IEP) for SY2016-17 in NASIS.

**Submission of Application**

- Download the application from the BIE website.
- Due to confidentiality the schools shall complete the application and submit all components with application and **FAX** the application to the *Attention of Connie Albert at 505-563-5281*.

**Due to confidentiality with personal identifiable information the Part B Unmet Needs Application cannot be emailed**

**FAX to: 505-563-5281 Attention: Connie Albert**

An electronic version of this form can be found under the BIE website link:

<http://www.bie.edu/Programs/SpecialEd/index.htm>.

For further guidance contact Connie Albert at 505-563-5180 or by email to [Connie.Albert@bie.edu](mailto:Connie.Albert@bie.edu)