

**FEDERAL/STATE EQUIPMENT AND INSTRUCTIONAL SUPPLIES – FORM A (Student)
ELIGIBILITY AND NECESSITY DETERMINATION QUESTIONS**

(To be attached for all Special Education Purchases.)

Teacher Name: _____ District _____ Date _____
Disability Area _____ MARSS # : _____ (If for an individualized student)
Item Description: _____ Cost: _____ Purchase Order #: _____

Rational for special education purchase (reason for the request, what is the special education purpose or use):

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)

Use the following special education funding stream: State (740) Federal (419, 420, or 422) Third Party Funds (372)
* UGG-Uniform Grant Guidance

A. The purchase complies with federal and state accounting standards. Yes (Eligible) No (Not Eligible)

B. _____ This request was NOT *UGG compliant and approved for the use of special education funds.

C. _____ This request WAS *UGG compliant and approved for the use of special education funds.

Signature of Business Manager or Superintendent

Date

Signature of Director of Special Education

Date

Required Attachments for the authorization of Federal Funds:

- 1. Requisition Form
- 2. If for an individual student, the IEP page with item describe, name redacted, and Student MARSS#