



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | June St. Clair Atkinson, Ed.D., *State Superintendent*

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July 18, 2016

TO: Superintendents, Local Education Agencies  
Directors, Exceptional Children Programs  
Lead Administrators, Charter Schools

FROM: Maria Pitre-Martin, Ph.D. *MPM*  
Chief Academic and Digital Learning Officer  
Academic and Digital Learning

William J. Hussey, Director *WJH*  
Exceptional Children Division

RE: **Risk Pool Program Application for Funds – FY 2016-17**  
**Federal Program Report Code (PRC) 114 Funds, Ages 3 through 21**

The Individuals with Disabilities Education Act 2004 (IDEA 2004) has a special provision which gives states the opportunity to reserve a percentage of the state's set-aside funds for implementing a neutral cost sharing and reimbursement program of high-need, low-incidence, catastrophic, and/or extraordinary aid to LEAs providing services to "high-need" children with disabilities. This is the eleventh year the Exceptional Children Division has implemented the Children with Disabilities – Risk Pool Program Fund (RPF). This federal program is listed in the Allotment Policy Manual as Children with Disabilities – Risk Pool Program Fund, PRC 114.

Risk Pool Program child specific funds may be secured from the North Carolina Department of Public Instruction, Exceptional Children Division via an application process. The application's format for 2016-2017 is now a fillable Microsoft Word document designed to expedite the application completion process. The Procedures and Instructions Manual, application, and each RPF form is listed as a separate document as a means to quickly locate the item needed. A Table of Contents with page numbers has been added to the Procedures and Instructions to reduce the amount of time spent finding answers to questions. The *Rubric for Risk Pool Program Fund Allocation*, Reference III in the *Risk Pool Funds Program Procedures and Instructions*, has been revised. The points for each area of need have been adjusted, and the point for the LEA using CECAS has been removed. Please refer to the rubric prior to completing an application for a child.

Application forms and reference materials are located at the Exceptional Children Division's website under the Finance and Grants tab; the website address is located below. Do not use forms from previous years.

<http://ec.ncpublicschools.gov/finance-grants/applications/special-state-reserve-funds>

## EXCEPTIONAL CHILDREN DIVISION

William J. Hussey, *Director* | bill.hussey@dpi.nc.gov

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AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

The Risk Pool Program Fund application and review process for the 2016-2017 school year is outlined below:

- All applications must be submitted by mail and postmarked on or before September 30, 2016.
- To be eligible for funding consideration, a child must have special education and related service costs that exceed *\$25,431 a year* and have a minimum rubric score of *eight (8)* or higher.
- All applications will be ranked based on individual child rubric scores and allocations will be made based on available funds.
- For children funded with Risk Pool Program funds in 2015-16, an End-of-Year update must have been received in order to be considered for funding for 2016-2017.
- Although a child may be funded for up to five (5) years during his/her school career in North Carolina, there is no guarantee that the application will be funded each year as it is based on the rubric score and the availability of funds.
- Requests for equipment must include a copy of the relevant evaluation(s) (i.e., PT, OT, SLP, Assistive Technology, etc.) and the IEP to justify the need for the child. An invoice or official itemized quote from the vendor that includes items needed and prices must also be submitted with the application.

For further information, contact Lori Peterson at (919) 807-3932 or [lori.peterson@dpi.nc.gov](mailto:lori.peterson@dpi.nc.gov).

MPM/WJH/SHT/TAR/ljp

cc: Philip Price  
Alexis Schauss  
Finance Officers