

## **Noneducational Community-Based Support Funds Application Directions**

The application for noneducational funds must be initiated and completed by the local education agency (LEA). The application process requires the collaboration between the LEA and Community Resource Coordination Group (CRCG). Noneducational funds are available annually for noneducational services provided between September 1 of the current year and August 31 of the following year. All expenditures and payments for services must occur between those dates.

Blank application forms and guidelines are available for download below or available upon request from the Education Service Center (ESC). Please review the following application procedures:

- Applications must be completed under the direction of an administrator with the authority to expend school district funds.
- The application must be completed by LEA personnel, parents, community agencies, or service providers.
- Applications may take up to 30 days to process, so please plan accordingly.
- The completed application must have the signatures of the following individuals
  - Superintendent of a single member district/chief education office (CEO) or
  - Superintendent from the fiscal agent for the special education Shared Service Arrangement, and
  - CRCG Chairperson

Applications for the 2009-2010 school year must be submitted to (insert name and address of noneducational funds contact), ESC Region \_\_\_ \_\_\_ prior to (month/day), 2009.

Requests for funding after that date will be considered for critical needs funding based on the following priorities:

- New students returning from residential placements for educational reasons
- Students at risk for residential placement for educational reasons
- Additional funding for students currently receiving services from noneducational funds
- Applications for critical needs funding must be submitted to ESC Region \_\_\_ \_\_\_ by (month/day), 20XX.

Requests received after (month/day), 2009, will have an effective date of (month/day), 20XX.

For assistance, please contact: (name of contact and telephone number/e-mail address).

For assistance in contacting your CRCG chairperson, please reference the link below:  
[www.hhsc.state.tx.us/CRCG](http://www.hhsc.state.tx.us/CRCG)