



# Impact Aid Program Webinar

December 10, 2010

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# Impact Aid Program Webinar

December 10, 2010

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U.S. Department of Education



## Topics

- Purpose and History
- The Programs
- Application Process
- e-Application
- Questions & Answers



## Purpose

- To compensate LEAs for:
  - lost local revenue due to tax-exempt federal property
  - increased expenditures for federally connected children
- Payments are determined by:
  - formulas specified in the law
  - annual appropriation amounts



## History

- 1950 – Original legislation enacted by P.L. 81-815 and P.L. 81-874
- 1994 – Became Title VIII of the Elementary and Secondary Education Act  
*(repealed 81-815 and 81-874)*
- Due for reauthorization



## Legislation & Regulations

- Legislation  
P.L. 89-10 as amended
- Law  
20 USC 7701-7714
- Regulations  
34 CFR 222



## Use of Funds

### General payments for broad purposes

- Section 8002 payments and section 8003(b) basic support payments
  - used as determined by LEA in accordance with local and State requirements
- Examples of allowable expenditures
  - salaries
  - textbooks, computers, and instructional materials
  - special programs like after school, remedial & advanced placement



## Use of Funds

Targeted payments for specific purposes

- Section 8003(d) formula CWD payments
- Section 8007(a) formula construction payments
- Section 8007(b) discretionary construction payments
- Section 8008 facilities maintenance



## Appropriations

- FY 2010 Appropriations
  - Basic Support \$1,138,000,000
  - CWD \$48,602,000
  - Construction \$17,509,000
  - Federal Property \$67,208,000
  - Facilities Maintenance \$4,864,000
- FY 2011 – Expect continuing resolution
- Separate programs from DOD



## The Programs: Section 8003

### 8003(b) – Basic Support Payments

- Payments relating to federally connected children
  - Child resides on federal property, Indian lands, or eligible low-rent housing
  - Parent is in uniform or works on federal property, Indian lands, or low-rent housing
- 1,311 applicants in FY 2011



## The Programs: Section 8003

### 8003(b) – Basic Support Payments

- Eligibility based on:
  - Number of eligible federally connected children equal to at least 3% of total number of students in ADA

*OR*

- Number of eligible federally connected children in average daily attendance (ADA) equal to at least 400



## The Programs: Section 8003

### 8003(b) – Basic Support Payments

- Additional eligibility requirement for children who live on Federal property other than LRH or whose parent works on Federal property
    - Number of children equal to at least 10% of the total number of students in ADA
- OR*
- Number of children in average daily attendance (ADA) equal to at least 1,000



## The Programs: Section 8003

### 8003(b)(2) – Heavily Impacted

- Increased basic support payments
- Eligibility based on additional requirements
  - Percentages of eligible children
  - Expenditure and tax data
- 21 eligible applicants in FY 2010



## The Programs: Section 8003

### 8003(d) – Children With Disabilities

- Additional payments for some federally connected children with disabilities (CWD)
- Child must have individualized education program (IEP) or individualized family service plan (IFSP) in effect on the survey date
- Must be spent on additional programs and services for children with disabilities
- 937 applicants in FY 2010



## The Section 8003 Process

- Survey
- Application
- Documentation
- Field Review
- Payment



## Section 8003 Survey

- On a “count” date you choose
  - No earlier than the 4th day of the school year
  - No later than January 31st
- Single date to count all students
  - District’s federally connected children
  - District’s total membership



## Section 8003 Survey

- Survey methods – one or both
  - Parent-Pupil Survey
  - Source Check
- Forms must be signed on or after survey date



## Section 8003 Survey

- Collect information required by Impact Aid regulations
  - Student name, date of birth, grade, etc.
  - Family residence
  - Parent employment
  - For uniformed services: parent name, rank and branch of service



## Section 8003 Survey

- Parent/Pupil Survey
  - Individual form for each pupil
  - Each form signed and dated by parent/guardian
  - Applicants may create their own survey forms, may collect additional information



# Section 8003 Survey

## Parent/Pupil Survey

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**SAMPLE Impact Aid Program Survey Form SAMPLe**  
The survey date is \_\_\_\_\_

**STUDENT INFORMATION**  
Enter information in this section regarding the parent/guardian if 1) neither parent/guardian with whom the student resided was on active duty in the Uniformed Services of the United States and 2) either parent/guardian with whom the student resided was employed on federal property, or 3) either the parent/guardian reported to work on federal property on the survey date. Enter the parent/guardian's name as it appears on the employer's payroll record.

|  |            |                          |               |          |             |
|--|------------|--------------------------|---------------|----------|-------------|
| Student's Last Name  | First Name | M.I.                     | Date of Birth | Grade    | School Name |
| Address  |            | City                     | State         | Zip Code |             |
| If the above property is a federal property, enter the name of the property. |            | Name of federal property |               |          |             |

**PARENT/GUARDIAN EMPLOYMENT INFORMATION: CIVILIAN**  
Enter information in this section regarding the parent/guardian if either person was on active duty in the Uniformed Services of the United States on the survey date.

|                                       |                     |                                    |       |          |  |
|---------------------------------------|---------------------|------------------------------------|-------|----------|--|
| Parent/Guardian's Last Name           | First Name and M.I. | Name of Parent/Guardian's Employer |       |          |  |
| Address of Parent/Guardian's Employer |                     | City                               | State | Zip Code |  |
| Name of federal property              |                     | Address of federal property        |       |          |  |
| Address of federal property           |                     | City                               | State | Zip Code |  |

**PARENT/GUARDIAN EMPLOYMENT INFORMATION: UNIFORMED SERVICES**  
Enter information in this section regarding the parent/guardian if either person was on active duty in the Uniformed Services of the United States on the survey date.

|                             |                     |                   |      |
|-----------------------------|---------------------|-------------------|------|
| Parent/Guardian's Last Name | First Name and M.I. | Branch of Service | Rank |
|-----------------------------|---------------------|-------------------|------|

**PARENT/GUARDIAN EMPLOYMENT INFORMATION: FOREIGN MILITARY**  
Enter information in this section regarding the parent/guardian if either person was both an accredited foreign government official and a foreign military officer on the survey date.

|                             |                     |                   |      |
|-----------------------------|---------------------|-------------------|------|
| Parent/Guardian's Last Name | First Name and M.I. | Branch of Service | Rank |
| Name of Foreign Government  |                     |                   |      |

**PARENT/GUARDIAN EMPLOYMENT INFORMATION: FARMING, GRAZING, LUMBERING AND MINING**  
Enter information in this section if either the parent or guardian spent more than 50 percent of his or her working time on federal property (whether as an employee or self-employed) engaged in farming, grazing, lumbering or mining.

|                                       |                     |                                    |         |          |  |
|---------------------------------------|---------------------|------------------------------------|---------|----------|--|
| Parent/Guardian's Last Name           | First Name and M.I. | Name of Parent/Guardian's Employer |         |          |  |
| Address of Parent/Guardian's Employer |                     | City                               | State   | Zip Code |  |
| Name of federal property              |                     | Address of federal property        |         |          |  |
| Tract Number                          | Ownership           | Range                              | Section |          |  |

This information is the basis for payment to your school district of federal funds under the Impact Aid Program (Title VIII of the Elementary and Secondary Education Act) and may be provided to the U.S. Department of Education if your school district's application for payment is audited. This form must be signed and dated for your school district to receive funds based on this information.

→ Signature of Parent/Guardian \_\_\_\_\_ → Date \_\_\_\_\_

Page 38 Impact Aid Handbook

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## Section 8003 Survey

- Source Check
  - One document with information for multiple students associated with a federal property
  - Districts prepare source check forms with student information, to be signed by
    - Parents' employer
    - Housing official
    - Tribal official



## Section 8003 Survey

- Source Check
  - Official's signature certifies residence of family or employment of parent
  - For Indian lands, official's signature also certifies status of property



# Section 8003 Survey

## Source Check Form

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**SAMPLE**      **Impact Aid Program Source Check Form**      **SAMPLE**  
 The survey date is \_\_\_\_\_

Federal Property: \_\_\_\_\_ Address: \_\_\_\_\_

| (1)                    | (2)                       | (3)  | (4)   |    | (5)  |    | (6)   | (7)                   | (8)           |
|------------------------|---------------------------|--|---|----|--|----|---|-----------------------|---------------|
| Parent/Guardian's Name | Parent/Guardian's Address | Branch of Service (including rank, if applicable) or Foreign Military Government | Parent/Guardian In column (1) lived on above property as of survey date |    | Parent/Guardian In column (1) worked on above property as of survey date |    | Name of Pupil Living with Parent/Guardian in Column (1) | Pupil's Date of Birth | Pupil's Grade |
|                        |                           |  | YES   | NO | YES  | NO |   |                       |               |
|                        |                           |  |   |    |  |    |   |                       |               |

This is to certify that the information shown under Columns (4) and (5) of the foregoing sheet(s) is correct for the person listed under Column (1) on the survey date.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ Agency \_\_\_\_\_

This is to certify that the students listed under Column (6) of the foregoing sheet(s) were enrolled in this school system on the survey date.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Title \_\_\_\_\_ School District \_\_\_\_\_

This information is the basis for payment of Federal funds to this school district under the Impact Aid Program (Title VIII of the Elementary and Secondary Education Act). This form *must* be signed and dated for this school district to receive funds based on this information.

10:13 AM





## Section 8003 Application

- Annual application to the Impact Aid Program
  - Summary counts of federally connected children from your survey
  - Listed by the federally connected properties with which the children and the parents are associated
  - FY 2012 applications based on school year 2010-2011 data



## Section 8003 Application

- January 31
  - Due date specified in regulations
  - Prior-year applicants receive annual memo when application becomes available
- e-Application
  - ED's on-line grant application system
  - FY 2012 applications available early Dec.
  - No paper applications



## Section 8003 Application

- Cover Page
  - Name, address, contact person
  - Survey date, survey/source check
  - Signature
- Assurances
  - Summary of assurances your LEA must have on file with Impact Aid Program
  - Signature



## Section 8003 Application

- Tables 1 through 5
  - Numbers of federally connected children associated with each federal property
  - Separate tables delineate:
    - Reside on and/or reside off
    - Children With Disabilities
- Table 6
  - Membership and Average Daily Attendance data for the entire school district



## Section 8003 Application

- Table 7
  - CWD Fiscal Report
  - Required if CWD claimed on prior year application
- Table 8
  - Required only for school districts that operate ED-owned facilities
- Table 9
  - Military installation housing undergoing renovation or rebuilding



## Section 8003 Application

- Table 10
  - Construction Fiscal Report
  - Required if construction payments made during prior year
- Table 11
  - Housing on Indian lands undergoing renovation or rebuilding



## Section 8003 Documentation

Documentation supporting your application

- Parent-pupil survey forms and/or source check documents
- Membership and ADA records
- Lists of CWD students
- IPP activities



## Section 8003 Documentation

### Total Membership

- Number of children listed on an LEA's current enrollment records on its survey date (active enrollment)

### Average Daily Attendance (ADA)

- Official records of the school district's ADA for the entire preceding school year, (e.g., 2009-2010 for the FY 2012 application)



## Section 8003 Documentation

### Tuition-in students & tuition-out students

- Children enrolled under a tuition agreement on the survey date
- Include in federally connected membership, total membership and ADA
- Document/list:
  - Student name
  - Grade level
  - School site



## Section 8003 Documentation

### IEP – Individualized Education Program

- Children included on Tables 1 and 2
- Maintain list of children with disabilities by name and date IEP was signed
- List signed by director of special education
- IEPs must be signed on or before the survey date



## Section 8003 Documentation

Expenditure data for the prior year

- Documents that clearly identify the source of data submitted in Table 7, items # 1 and # 6



## Section 8003 Documentation

### Low Rent Housing

- HUD project number
- Project name and address
- Legislation under which project was funded (e.g., U.S. Housing Act of 1937)
- Section 8 housing is not eligible



## Section 8003 Documentation

### Indian Policies and Procedures

- Board-approved policies and procedures that meet statutory requirements
- Annually review IPPs and submit with Section 8003 application or submit waiver from tribe(s)
- Maintain records of compliance



## Section 8003 Documentation

### Reserves and National Guard

- Must be activated as of the survey date
- Under Presidential Orders – Executive Order 13223 of September 14, 2001, and Title 10 USC
- Documentation required
  - Copy of orders for individual, or
  - Certification from service component for activation of unit, with names of individuals



## Section 8003 Documentation

How long must you keep all this documentation?

*For three years AFTER you receive your final payment for a fiscal year*



## Section 8003 Field Review

Review of the documentation supporting your application

- On-site visit or mail-in
- Approximately 250 applications selected each year; letters sent each Spring
- After you apply and before you get paid



## Section 8003 Payment Formula

- Basic Support Payments (BSP)
- Additional Payments for Children With Disabilities (CWD)
- Formula Construction Payments



## Section 8003 Payment Formula

- Payment based on
  - Formula in law
  - Your application data
  - Additional data from your State
  - Annual appropriation amount



## Section 8003 Payment Formula

- Children With Disabilities (CWD)
  - Separate formula, based on a subset of applicant's federally connected children
  - Share of the appropriated funds, no set maximum



## Your Payment

- Direct deposit to your LEA's bank account
  - Remember to notify Department when your bank info changes
- E-mail payment voucher
  - Using contact person e-mail address
  - Additional contacts



## e-Application

- All FY 2012 applications must be submitted using  
e-Application  
the Department of Education's  
electronic application system
- On-line at  
<http://e-grants.ed.gov>



# e-Application

A screenshot of the e-Grants website displayed in a Windows Internet Explorer browser window. The browser's address bar shows the URL "http://e-grants.ed.gov/egWelcome.asp". The website header includes "U.S. Department of Education" and "e-GRANTS" in large blue letters. Below the header is a navigation menu with tabs for "e-Application", "e-Reader", "e-Payments", "e-Reports", and "e-Administration". Under "e-Application", there are sub-links for "Grant Application", "Peer Review", "Payments", "Grant Performance Reports", and "Administrative Action". The main content area features a smaller version of the Department of Education seal, followed by the text "Welcome to the U.S. Department of Education". A red warning message states: "You must read the statement below, and click 'Continue' to access the Department of Education's e-Grants website. Some users may need to scroll to the bottom of the screen to see the 'Continue' button." Below this is a paragraph of legal disclaimer text and a "Continue" button. The browser's taskbar at the bottom shows the system tray with the time "3:12 PM" and the date "6 M...".



# e-Application

e-Grants, the Department of Education's portal site for electronic grants - Windows Internet Explorer

http://e-grants.ed.gov/egHome.asp?APP=

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e-Grants, the Department of Education's portal si...

Grant Application Peer Review Payments Grant Performance Reports Administrative Action

Links

Helpdesk

## Electronic Grants Online

Release 8.02b



Welcome to e-GRANTS, the Department of Education's (ED) portal site for electronic grants. From e-GRANTS you may access all of the Department's web-based grant systems.

Later, additional links will be added to this page, as new systems are introduced and new information is made available. As you work with the e-GRANTS site and its related links, "Help" continues to be available on line; via e-mail; or by calling the GAPS Hotline (Helpdesk) at 1-888-336-8930. Helpdesk hours of operation are 8 a.m. to 6 p.m. Monday through Friday, Washington, D.C. time. If you have a problem or encounter an error message on any of the applications, save your work if you can. Then, logout of the site and restart your browser.

We value your feedback and use this information to continually improve our website and customer service. Thank you for your continued support of ED as we make improvements to how we do business.

**Existing e-Payments Users**

Login to e-Payments

**Existing (e-Application, e-Reader, e-Reports and e-Administration Registered) users**

User Name:

Password:

Login

[I forgot my username / password](#)

If you are a new user click

Register

Done

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## e-Application

- “Pre-populates” data for recurring Impact Aid applicants
- Edits required data
- Verifies all required forms are included
- Sends receipt e-mail



## e-Application

- Start Early
  - New users: register
  - Existing users: verify user profile
- Your Application Manager
  - Person who starts your application
  - Does not have to be same as last year
  - Submits completed application
  - Can grant access to other users



## e-Application

- User Profile must contain your Impact Aid number

*Example:*

For Impact Aid Application Number

**10-AL-2012-9999**

On User Profile, enter

**109999**



## e-Application

- 24 Hour Operation (almost)  
Monday 6:00 am  
through Wednesday 7:00 pm  
Thursday 6:00 am  
through Saturday midnight  
Eastern Time
- Additional down time  
G5 installation in December



## e-Application

- e-Application Helpdesk

Phone: 1-888-336-8930  
(toll-free)

Hours: 8am-6pm  
Monday–Friday  
Eastern Time



## e-Application

- Contact e-Application Helpdesk
  - System access
  - User Name
  - Password
- Contact Impact Aid Program
  - Data
  - Forms



## e-Application

- Application Must Be Complete
  - Submit via e-Application
    - Make sure you get confirmation*
  - Send all signed forms by fax or e-mail
  - Send IPPs by fax or e-mail
    - If you claim children residing on Indian lands*



## e-Application

- Signatures are required
  - Cover
  - Assurances
  - Section 8002 Application: Table 1
  - Section 8003 Application: Table 9 & Table 11 (optional forms)



## e-Application

- Signatures are required
  - Must be dated by due date
  - Signed forms must be faxed or e-mailed within 3 business days after the closing date
  - Fax to (866) 799-1272  
*OR*  
e-mail to [Impact.Aid@ed.gov](mailto:Impact.Aid@ed.gov)



## Application Due Dates

- Sections 8002 and 8003  
Monday, January 31, 2011  
4:30 p.m., Eastern Time
- e-Application system will accept  
after 4:30 p.m., but will send  
“late” notice



## Application Due Dates

- Late applications
  - 10% penalty
    - If submitted on-line after 4:30 p.m. on due date
    - If signature pages received late
    - If submitted within 60 days of due date
  - Ineligible if submitted after 60 days



## Application Due Dates

- Amendments
  - Any changes submitted after initial application
  - Must be submitted on-line
  - May be submitted until September 30th



## Contact Us

Phone: 202-260-3858

E-Mail: [Impact.Aid@ed.gov](mailto:Impact.Aid@ed.gov)

Website and Listserv:

[www.ed.gov/about/offices/list/oese/impactaid/index.html](http://www.ed.gov/about/offices/list/oese/impactaid/index.html)



## IAP Resources

<http://www2.ed.gov/programs/8003/resources.html>

## Legislation, Regulations, and Guidance

<http://www2.ed.gov/programs/8003/legislation.html>

# Helpful links