


Announcement of Aid Application

To: Nonpublic School Administrators

From: Christina Coughlin, Assistant Commissioner 
Office of School Governance, Policy and Religious and Independent Schools

Date: December 2019

Application: Nonpublic School Aid – Mandated Services

The Application (MSA-1) and related information are available on the Internet at <http://www.P12.nysed.gov/nonpub/mandatedservices/forms/>.

Purpose: Costs of State mandated services are reimbursable by applying for Nonpublic School Aid. The guidelines and application covering the services provided during the 2018-2019 school year are now available.

Eligible Applicants: Nonpublic Schools (non-profit or not-for-profit schools only)

Due Date: The MSA-1 Form and Schedule A/Worksheet are due by February 10, 2020

General Information:

We expect to close the 2015-16 MSA Claim Year in November and expect the 2018-19 MSA Claim Year to be available to enter claim data in early December. No paper claim forms will be entered into the system until that time. Please watch the web site for an announcement about online system training and the date that the system will be available for school entry of claim forms.

These forms also include a certification statement for the Comprehensive Attendance Policy (CAP) mandate.

Schools are encouraged to use the Mandated Services Aid online system to enter school year 2018-19 Mandated Services Aid claims. The system is designed to enhance the application process and expedite the issuance of the school's mandated services aid payment. Paper forms will still be accepted and will be entered into the computer system by New York State Education Department staff. Schools that choose to use the paper forms will need to send a completed MSA-1 form (including explanations as needed for variation in Enrollment that is greater than 20% and increases in Pupil Attendance Recordkeeping and/or Total Aid that is greater than 20%) and the Schedule A/Worksheet.

If, based on the submissions received by February 10, 2020, funding is not sufficient to pay all claims, payments will be pro-rated based on available funding. The unpaid balance will be paid when additional funds are appropriated for this purpose.

An electronic (preferred) payments option is offered by the New York State Office of the State Comptroller (OSC). The option may result in receiving your funds quicker. Information about the program is available at www.sfs.ny.gov through the Vendor Portal. Participation is voluntary, with the option to withdraw at any time.

Changes for the 2018-19 School year:

- EIA - Mandate 2 parameters have been updated to reflect changes in time to administer and score exams.
- Mandate 4 – Global History and Geography have been revised to include the following two exams:
 - Global History and Geography II
 - Transition Examination in Global History & Geography
- Mandate 5 – RCTs – August 2018 was the last time New York State Education Department produced and shipped RCTs to schools. Reimbursement will only be for RCT exams administered in August 2018 for the 2018 – 19 school year.
- Mandate 8 – The SSIP, State School Immunization Program, rate has been set at \$3.79. The new appropriation limits participation in this program to schools that have immunization records on file with the New York State Department of Health.

Changes for the 2019 -20 School year:

- Mandate 5 will be removed. The Regents Competency Test are no longer offered by New York State Education Department, so we cannot accept reimbursement claims for the administration of these test after the 2018-19 school year.

Legislation regarding Days in Year

In late 2018, the Governor signed legislation that will change the calculations of the hourly rate. There were technical issues with this bill when it was signed that must be resolved, and we have requested and are awaiting guidance. While we await a response, we have been directed to ask schools to submit their claims based upon earlier years practice of including instructional and non-instructional days. Doing so will avoid having your entire claim in hold while we await guidance on what we believe to be a small portion of the total reimbursement.

Additional Assistance: If you have any questions or need additional information regarding nonpublic school aid, contact the Office of Grants Management at (518) 474-3936, or for assistance with other services available to nonpublic schools, contact the Office of Religious and Independent Schools at (518) 473-8202.