

Guidance to Complete the LEA Maintenance of Effort (MOE) Calculator for the 2021-2022 Eligibility Standard

Version 1.4 of the Calculator must be used to complete the 2021-22 Eligibility Standard.

Please click link below to get a blank copy of Version 1.4. The Excel worksheet is located under the **Maintenance of Effort (MOE) - General Guidance** section:

<http://www.p12.nysed.gov/specialed/finance/idea-grant-application-guidance.html>

LEAs **MUST NOT** submit their LEA MOE Calculator for 2021-22 Eligibility Standard until their previous years Calculator requirements have been approved. The reason for this requirement is that the determination if a LEA meets the 2021-22 Eligibility Standard is based on their previous years Calculator requirements.

LEAs are notified by e-mail once their LEA MOE Calculator submission is approved.

To complete the LEA MOE Calculator for the **2021-22 Eligibility Standard** please complete/review the following TABS.

- 1) **TAB 9. 21-22 MOE** – Cell B1 is a drop-down box. Please make sure to select Eligibility.
- 2) **TAB 8. 21-22 Amounts** - Please make sure to complete the information for Eligibility.
 - Cell B1 -LEA inputs their Projected Child Count. This is the number of students with disabilities your LEA plans to provide special education and relates services according to an IEP or service plan in place.
 - Cells A5-E5 thru A29-E29 is where a LEA includes a description and a budgeted amount for the 2021-22 period.

Important Guidance: For LEA's that need assistance to complete the budgeted information please contact Questar III BOCES – State Aid and Financial Planning. Questar III has an Excel worksheet and guidance information that will help LEAs complete the budgeted information.

To contact Questar III please click link below:

<https://www.questar.org/services/financial/state-aid-financial-planning/contact-us/>

Information that MAY be Completed

- 1) **TAB 10. 21-22 Exc & Adj.** - If a LEA has any allowable Exception(s) and/or Adjustment please complete the information as applicable. Please note the Eligibility Standard is in Columns A-F. Do not complete any information for the Compliance Standard located in columns H-M.

After you have completed all the information for your LEA please review tabs **TAB 9. 21-22 MOE** and **TAB 4. Multi-Year MOE Summary** to make sure your LEA has met MOE.

NYSED strongly recommends that an LEA completes all the information for each four methods to meet MOE, but a LEA only needs to meet MOE for one method to comply with the requirement.

Once completed, please submit your LEA MOE Calculator to idea@nysed.gov. In the subject line please write **2021-22 MOE Eligibility** and your “LEA NAME”.

For guidance on the LEA MOE Calculator and other MOE Guidance, please visit the [IDEA grant application guidance](#), Memorandum on [MOE regulations](#), and the [Electronic Code of Federal Regulations](#)