

ALLOWABLE COSTS FOR VOLUNTARY AND REQUIRED IDEA COORDINATED EARLY INTERVENING SERVICES (CEIS)

This resource is intended to help LEAs understand whether common activities are allowed under CEIS. For additional information on CEIS please visit the [Louisiana Believes CEIS Webpage](#).

This resource is not an exhaustive list of allowable costs. For additional support or guidance, please email specialeducation@la.gov.






Changes in federal regulations have created an additional distinction between voluntary and required CEIS, that redefine which children may benefit from CEIS.










- These changes in regulation, did not affect voluntary CEIS. LEAs are still restricted in using funds for students in kindergarten (including four-year-old kindergarten) through grade 12 who are not currently identified as needing special education or related services. However, required CEIS now allows LEAs to use these funds for children ages 3 through grade 12 who are not currently identified as a student with disabilities.
- In both cases, whether voluntary or required, the LEAs must use these funds on students needing additional academic and behavioral intervention at the Tier 2 or Tier 3 levels to succeed in a general education environment.










In general, set-aside funds may be used for:








- Professional development for teachers and other school staff to enable such personnel to deliver scientifically based academic and behavior interventions, including scientifically based literacy instruction and, where appropriate, instruction on the use of adaptive and instructional software; and
- Providing educational and behavioral evaluations, services, and supports, including scientifically based literacy instruction.









SYMBOL KEY:  Always allowed  Possibly allowed, but special requirements or additional information required  Never Allowed

SYMBOL	BUDGET ITEM	SPECIAL REQUIREMENTS OR ADDITIONAL INFORMATION
	AFTER SCHOOL: CEIS funds may be used to provide academic and behavioral interventions after school under certain circumstances.	CEIS funds may not be used for after school programming open to all students. CEIS is intended for students determined to need additional academic and behavioral supports to succeed in general education but who have not been identified as students with disabilities.
	ALTERNATIVE EDUCATION: CEIS funds may not be used for alternative or at-risk programming that replaces universal/core programming. CEIS funds may be used only in programming that provides interventions in addition to universal/core programming.	
	AT-RISK PROGRAMMING: CEIS funds may not be used for alternative or at-risk programming that replaces universal/core programming. CEIS funds may be used only in programming that provides interventions in addition to universal/core programming.	
	BUS, VAN or OTHER STUDENT TRANSPORTATION COSTS: Not allowed.	
	CHILD FIND ACTIVITIES: Costs associated with public awareness, notices, screening.	

SYMBOL	BUDGET ITEM	SPECIAL REQUIREMENTS OR ADDITIONAL INFORMATION
	COACHES (Mentors): A district may hire or contract with individuals or organizations for mentoring/coaching services to help carry out activities funded by CEIS. A mentor or coach, unless appropriately licensed, may not provide instruction to students. Mentors and coaches may support, reinforce, or follow-up on instruction provided by and under the supervision of an appropriately licensed general education teacher.	
	COMPUTER NETWORK COSTS: Not allowed.	
	COMPUTING DEVICES: CEIS funds may be used to purchase computers, laptops, touch screen devices, etc., if the devices will be used primarily for the delivery of academic or behavioral interventions in an established multi-level system of supports.	The LEA must track these devices and ensure that their usage aligns with the LEA's activities as reported in the approved CEIS Plan narrative and budget.
	CORE CURRICULUM: Universal/core activities are designed to provide high quality instruction to all students in a grade, school, or LEA. These activities may not be funded with CEIS dollars. CEIS funds may be used to fund supplemental academic and behavioral interventions for students determined to need additional academic and behavioral supports to succeed in general education.	
	ELECTRONIC DEVICES: CEIS funds may be used to purchase DVD players, camcorders, computing devices, etc. if the devices will be used primarily for the delivery of academic or behavioral interventions in an established multi-level system of supports.	The LEA must track these devices and ensure that their usage aligns with the LEA's activities as reported in the approved CEIS Plan narrative and budget.
	FURNITURE: Desks, tables, chairs, file cabinets, and other furniture not allowed.	
	EVALUATIONS FOR SPECIAL EDUCATION ELIGIBILITY DETERMINATIONS: Evaluations, including outside evaluations, for determining eligibility for special education services are not considered part of the delivery of academic or behavioral interventions and thus may not be funded with CEIS set-aside. Costs of special education referrals and evaluations are eligible costs under IDEA flow-through.	
	EXTENDED CONTRACTS/EXTENDED HOURS: CEIS set-aside funds may be used to pay for extended contracts or extended hours for staff directly involved with the coordination, supervision, or delivery of academic or behavioral interventions and progress monitoring.	
	GENERAL EDUCATION TEACHER SALARIES: Under CEIS funding, general education teachers may provide academic interventions, behavioral interventions, assessments and receive/deliver professional development. Any staff charged to a federal grant must be appropriately licensed in the area in which they are providing academic instruction.	

SYMBOL	BUDGET ITEM	SPECIAL REQUIREMENTS OR ADDITIONAL INFORMATION
	<p>GUIDANCE COUNSELOR SALARIES – SCHOOL BASED: Examples of activities that may be funded with CEIS include a school guidance counselor’s efforts to implement behavioral interventions, progress monitoring, other CEIS evaluations, and related professional development. School guidance counselors may not deliver reading or math instruction under CEIS funding unless they also hold the appropriate license to deliver reading or math instruction.</p>	
	<p>INCENTIVES for STUDENTS: Nominal items of low value may be purchased with CEIS funds to be used as part of the coordinated delivery of academic or behavioral interventions. The items should be educational in nature. The amount charged to the CEIS set-aside grant must be reasonable and prudent. The following are not allowed incentives: cash, cash cards, gift cards, computing devices (such as iPads, Nooks, Kindles, etc.)</p>	
	<p>INSTRUCTIONAL MATERIALS: Instructional materials purchased with CEIS funds must be exclusively used for delivering academic or behavioral interventions to students who, through a universal screening process, have been determined to be struggling.</p>	<p>CEIS funds may not be used to purchase materials used in the core instructional program intended for all students.</p>
	<p>IT STAFF SALARIES: Although IT staff costs may be linked to specific CEIS activities, the reasonable ability of the LEA to determine actual eligible salary and benefit costs is low. The risk of unsupported costs charged to the CEIS set-aside outweighs the benefit of charging IT salaries to the grant.</p>	
	<p>MENTORS: A district may hire or contract with individuals or organizations for mentoring/coaching services to help carry out activities funded by CEIS. A mentor or coach, unless appropriately licensed, may not provide instruction to students. Mentors and coaches may support, reinforce, or follow-up on instruction provided by and under the supervision of an appropriately licensed general education teacher.</p>	
	<p>OCCUPATIONAL OR PHYSICAL THERAPIST SALARIES: OT and PT are related services and may be provided only to students with disabilities in accordance with an IEP, 504 or service plan.</p>	
	<p>OFFICE EQUIPMENT: Not allowed.</p>	
	<p>PHYSICAL OR OCCUPATIONAL THERAPIST SALARIES: OT and PT are related services provided to students with disabilities in accordance with an IEP or service plan. CEIS may only be used to serve students who have been determined to need Tier 2 or Tier 3 academic or behavioral interventions.</p>	
	<p>PROFESSIONAL DEVELOPMENT SERVICES: A district may purchase professional development services provided it is “for teachers and other school staff to enable such personnel to deliver scientifically based academic and behavioral interventions, including scientifically based literacy instruction, and, where appropriate, instruction on the use of adaptive and instructional software; and providing educational and behavioral evaluations, services, and supports, including scientifically based literacy instruction.”</p>	

SYMBOL	BUDGET ITEM	SPECIAL REQUIREMENTS OR ADDITIONAL INFORMATION
	<p>PROGRESS MONITORING ACTIVITIES/SOFTWARE: CEIS funds may be used for progress monitoring of supplemental interventions provided to those students determined to need additional academic and behavioral supports to succeed in general education. CEIS funds may not be used for universal screening or assessment administered to all students in a grade, school, or LEA.</p>	
	<p>PSYCHOLOGIST SALARIES – SCHOOL BASED: Examples of activities that may be funded with CEIS include a school psychologist’s efforts to implement behavioral interventions, progress monitoring, other CEIS evaluations, and related professional development. School psychologists may not deliver reading or math instruction under CEIS funding unless they also hold the appropriate license to deliver reading or math instruction.</p>	
	<p>REMODELING/RENOVATION: Remodeling or renovation does not meet the criteria for the utilization of CEIS set-aside funds.</p>	
	<p>RENT or OCCUPANCY COSTS: Rent or occupancy costs do not meet the criteria for the utilization of CEIS set-aside funds.</p>	
	<p>Rtl/MTSS COORDINATOR SALARY: CEIS funds may be used for salaries and fringe benefits, or portion thereof, of staff that directly coordinate or supervise the delivery and monitoring of academic or behavioral interventions. Rtl Coordinator costs must align with the LEA’s activities as reported in the CEIS narrative. CEIS funds may not be used to fund coordination of services intended to benefit all students or only students with disabilities.</p>	
	<p>SOCIAL WORKERS SALARIES – SCHOOL BASED: Examples of activities that may be funded with CEIS include a school social worker’s efforts to implement progress monitoring, other CEIS evaluations, behavioral interventions, and related professional development. School social workers may not deliver reading or math instruction under CEIS funding if they do not hold the appropriate license to deliver reading or math instruction.</p>	
	<p>SOFTWARE (Instructional): Software purchased with CEIS funds must be exclusively used in the delivery of academic or behavioral intervening services, which includes instruction and progress monitoring.</p>	<p>CEIS funds may not be used to purchase software used in the core instructional program nor universal screening intended for all students.</p> <p>Computer software used for CEIS often include a universal screening function along with interventions for the students who are identified as needing Tier 2 and Tier 3 supports. The universal screening aspect of such software is unallowable, and the LEA must be able to determine what portion of the cost of the software is allocable to CEIS funding, dividing the cost or the program can be funded through CEIS and what has to be absorbed by the LEA. If the LEA is unable to make this determination, then the cost is unallowable."</p>

SYMBOL	BUDGET ITEM	SPECIAL REQUIREMENTS OR ADDITIONAL INFORMATION
	SPECIAL EDUCATION TEACHER SALARIES:	Special education staff may not be funded with CEIS dollars to deliver special education to students. Special Education Teachers may be compensated through CEIS to deliver Tier 2 and Tier 3 interventions to students needing such interventions. In such instances, proper time and effort records must be kept.
	SUBSTITUTE TEACHER SALARIES: Districts may budget for general education substitute teachers to help carry out activities funded by CEIS, including providing opportunities for teachers to participate in professional development and other related to CEIS activities.	
	TECHNOLOGY STAFF: Although technology staff costs may be linked to specific CEIS activities, the reasonable ability of the LEA to determine actual eligible salary and benefit costs is low. The risk of unsupported costs charged to the CEIS set-aside outweighs the benefit of charging IT salaries to the grant.	
	TRANSPORTATION – STUDENT: Student transportation does not meet the criteria for the utilization of CEIS set-aside funds.	
	TRAVEL (STAFF): Travel costs must be generated as a result of implementing activities funded by CEIS, such as professional development.	
	<p>TUTORS: A district may hire or contract with individuals or organizations for tutoring services to carry out CEIS activities. Tutors may:</p> <ul style="list-style-type: none"> • Participate in or provide professional development to enable teachers and other school staff to deliver scientifically based academic and behavioral interventions, and, if appropriate, the use of adaptive and instructional software. • Support, reinforce or follow-up on the provision of educational and behavioral services provided by and under the supervision of an appropriately licensed general education teacher. 	
	<p>UNIVERSAL SCREENING COSTS: CEIS funds may be used to provide services only to students in need of additional academic or behavioral support who have not been identified as eligible for special education. CEIS funds may not be used for activities intended to provide high quality instruction to an entire class or school.</p> <p>Universal screening is part of the core instructional program provided to all students and not principally intended to address the needs of students without disabilities who require additional academic and behavioral support to succeed in a general education environment.</p>	
	SCREENING – SPECIAL EDUCATION CHILD FIND: A district may not use CEIS funds for activities aimed at identifying, locating, or evaluating students with disabilities including screening for pre-school, hearing, or vision disabilities. Child Find costs may be charged to the flow-through or preschool portion of the IDEA grant.	

*Note: This resource has been adapted from the Center for IDEA Fiscal Reporting (CIFR).