

Comprehensive Coordinated Early Intervening Services (CCEIS) A Quick Reference Guide

LEAs that have been identified as having significant disproportionality must use a designated portion of their IDEA funding as part of their efforts to identify and address the root causes of their disproportionalities. This funding is referred to as **Comprehensive Coordinated Early Intervening Services (CCEIS)**.

This guide provides a simple, 5-part framework to help district leaders understand CCEIS. Within each part of the framework it also provides references to national resources that contain more detailed and comprehensive guidance.



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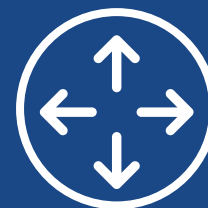
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SCOPE

What is CCEIS funding used for?



OVERVIEW

CCEIS funding must be used to identify and address the factors contributing to an LEA's identified areas of significant disproportionality.

TARGET POPULATION

The target population of CCEIS-funded activities must meet the following criteria:

- Includes students identified as needing special education or related services
- Also includes students not identified as needing special education or related services but who need additional academic or behavioral support
- Is predominantly, but not exclusively, composed of students in the group identified with significant disproportionality
- Only includes students between age 3 and grade 12

APPROVED PURPOSES

CCEIS funding must align with the following purposes:

- It is directly related to an LEA's identified area of significant disproportionality. This means it addresses both the target population and the disability category of the identified area.
- It is used to identify and/or address the root causes and contributing factors of the significant disproportionality, which may include:
 - access to scientifically-based instruction
 - access to appropriate diagnostic screenings
 - economic, cultural, or linguistic barriers to appropriate identification or placement in particular educational settings
 - inappropriate use of disciplinary removals
 - differences in academic achievement levels
 - policies, practices, or procedures (PPPs) that contribute to significant disproportionality

REGULATORY GUIDANCE

CCEIS-funded activities must adhere to the following regulatory guidance:

- Are allowable under IDEA, including section 619 (MA Fund Code 262) and 611 (MA Fund Code 240)
- Abide by OMB Uniform Grant Guidance
- Can supplement—but not supplant—State, local or other federal funds

FOR MORE INFORMATION

- [34 CFR §300.646](#)
- [34 CFR §300.202\(a\)\(3\)](#)
- [2 CFR §§200.403–405](#)

ACTIVITIES

What kinds of activities can be funded via CCEIS?



OVERVIEW

When properly aligned to scoping guidance, CCEIS funding can be used for activities such as professional development, interventions, evaluations, root cause analysis, redesign of PPPs, and more.

SERVICES

CCEIS funds may be used to support services for students through items such as:

- Scientifically-based literacy instruction
- Scientifically-based academic intervention
- Scientifically-based behavioral intervention
- Educational and behavioral evaluations
- Instructional materials
- Instructional and adaptive software
- Salaries and benefits of CCEIS providers (equivalent to time spent providing CCEIS services)

OTHER ACTIVITIES

CCEIS funds may also be used to support other activities that enable an LEA to address the factors contributing to their significant disproportionality, including:

- Conducting a root cause analysis of an LEA's significant disproportionalities
- The redesign and replacement of policies, practices, and procedures contributing to the significant disproportionalities
- Professional development on any of the items described above
- Travel in direct service of any of the items described above

FOR MORE INFORMATION

- [34 CFR §300.226\(b\)](#)
- [Significant Disproportionality Essential Question and Answers \(C-3-1 through C-3-7\)](#)
- [NCSI Monitoring LEA Implementation of Comprehensive and Voluntary CEIS](#)

AMOUNT



What is the required amount of CCEIS funds?

OVERVIEW

LEAs must designate 15% of their IDEA Part B funds (MA Fund Codes 240 and 262) to CCEIS activities in the FY following identification.

AMOUNT AND COMPOSITION

The amount and composition of CCEIS funding is determined by the following guidelines:

- LEAs must allocate 15% of their total IDEA Part B funds; this means the combined total of section 611 (MA Fund Code 240) and section 619 (MA Fund Code 262)
- The CCEIS allocation must be determined based on the Federal Fiscal Year (FFY) following the identification of significant disproportionality
- LEAs can decide what combination of 240 and 262 funds they use to reach the 15% total
- LEAs identified with significant disproportionality may not apply the available adjustment to their MOE based on the identification of significant disproportionality, although they still retain the ability to apply available exceptions to MOE

FOR MORE INFORMATION

- [34 CFR §300.646\(d\)](#)
- [July 2008 OSEP Memo](#)

TIMELINE



What is the timeline for using CCEIS funds?

OVERVIEW

LEAs must allocate their CCEIS funds starting July 1 of the fiscal year following identification and must spend their funds within 27 months.

GUIDANCE

CCEIS funds must be allocated and spent according to the following timeline guidance:

- CCEIS funds must be spent during the Federal Fiscal Year (FFY) following the identification of significant disproportionality
- LEAs that do not fully expend their CCEIS funds during the upcoming FFY must submit a written action plan to expend any remaining balance forthwith and no later than the end of the following FY.

FOR MORE INFORMATION

- [CIFR Understanding the IDEA Part B State Grant Funding Cycle and Different Fiscal Years](#)

REPORTING

How do I track and report the use of CCEIS funds?



OVERVIEW

LEAs must report both their initial CCEIS budgets and their actual CCEIS expenditures.

GUIDANCE FOR BUDGETS

All CCEIS budgets must be reported to the Department according to the following guidelines:

- All budgeted CCEIS activities and their costs must be submitted using the Equity in Special Ed Action Plan Template
- The total budget for all CCEIS activities must equal 15% of all IDEA Part B funds (Fund Codes 0240 and 0262) for the FFY following identification
- Each CCEIS activity in the template must include:
 - The root cause, contributing factor, or PPP being addressed that relates to an LEAs identified significant disproportionality
 - The activity being implemented or supported by the expenditure
 - The FFY CCEIS budget to which the expenditure belongs
 - The target population of students being served, per the significant disproportionality groups and categories

GUIDANCE FOR EXPENDITURES

All CCEIS expenditures must be thoroughly documented and reported to the Department according to the following guidelines:

- All CCEIS expenditures must be tracked and reported throughout, using GEM\$ and the LEA ledgers
- Each CCEIS expenditure reported must align with the approved action plan and budget in GEM\$
- Each CCEIS expenditure reported must include the target population of students being served, including
 - The number of students and their age range (either 3-5 or 5-21)
 - The racial/ethnic group and category (per the significant disproportionality identification)
 - The distribution of students with and without disabilities