

Georgia Department of Education	IDEA Proportionate Share Waiver Request	Division of Special Education Services and Supports
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District name:	Phone:
Name of person completing the form:	E-mail address:

	Fiscal Year(s)	Required Amount(s)	Waiver Request
IDEA 619 Proportionate Share			
IDEA 619 ARP Proportionate Share			
IDEA 611 Proportionate Share			
IDEA 611 ARP Proportionate Share			
Comments:			

Overview

Under [34 CFR § 300.133\(a\)](#), each local education agency (LEA) is required to spend a minimum amount of its subgrant under Part B of the IDEA on parentally-placed private and home school children with disabilities. An LEA should make every effort to spend the proportionate share funds each year. If an LEA is unable to expend the entire proportionate share funds, the LEA must carry over the unexpended funds for one additional year. If, after the carry-over period, the LEA is unable to expend the entire proportionate share and has met the equitable services requirements in [34 CFR §§300.129 through 300.144](#), the LEA may be eligible for a waiver. Waivers are an exception. Requests for waivers should be submitted after due diligence and timely and meaningful consultations. Please see further guidance located here.

Instructions

Please complete the waiver form and email it along with supporting documentation to the LEA's Budget Liaison for approval. Be sure to send student identifiable information via the GaDOE portal email system. The Budget Liaison will review the documentation and respond. Additional documentation may be necessary.

Please select all the equitable services requirements that were met during the *applicable years* and provide documentation as evidence of compliance.

1. Timely and meaningful consultation (as many as necessary): invitation to private and home school representatives advertising of consultation, consultation agenda, attendance sheet, signed written affirmation form, and other communication evidence
2. Child Find activities for private and home school students
3. Proportionate share expenditures: detailed expenditure reports for proportionate share
4. Services plans for students receiving or had received services
5. Provision of services: contract for contracted service providers, schedules, email, communication log, etc.

Please provide a detailed explanation outlining the steps taken to expend the proportionate share carryover funds and a rationale for any unexpended funds.

By typing your name, you are certifying that the information provided is complete, accurate, and verified.

Date:

Director's Signature: